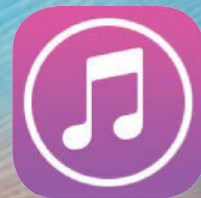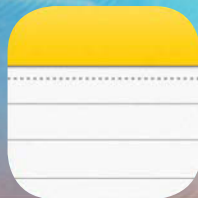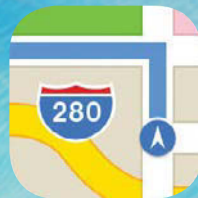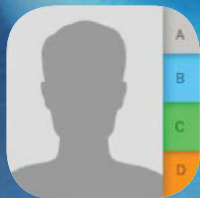# The iPad ANNUAL

For every iPad • Your family, protected • Entertainment everywhere

Welcome to
The
iPad
ANNUAL

Since the first generation iPad was released in 2010, Apple has revolutionised its offering time and time again. Although there were tablets before the iPad, they have mostly been forgotten, as Apple were the first company to really tap into the device's potential. We want to celebrate this remarkable technology and its journey to becoming arguably the most accomplished tablet on the market. From the tricks that will make for more efficient use, to device security, we look at all the most innovative details. We follow the evolution of the iPad, explore tricks to browsing on your device, find out why this is the best device for all of your entertainment needs and more. Whether you use your device for work, play or keeping in touch, The iPad Annual will ensure you do it right!

The iPad ANNUAL

Part of the

iCreate
bookazine series

ip
IMAGINE
PUBLISHING

FOR ALL IPADS

The
iPad
ANNUAL

Contents.

Getting to grips with all the highlights of
the Apple experience for iPad users.

What's the future of iPad?

iPads have grown in stature over time with new and improved features added each year, so what's next?

The future of the iPad is obviously unknown at this time, but there are educated guesses on what consumers can expect. For example, it is likely that we will see some of the newest iPhone features make their way to the tablets. 3D Touch is a perfect match and with the extra space available in the iPad, optical image stabilisation and 4K video capture isn't too far-fetched. Aside from the obvious iterations there is no doubt that Apple will continue to be obsessed with size and reduce the depth of the tablets further and then we may see more rugged models that are waterproof and drop-proof. None of this accounts for future surprises, however.

The next iPad mini?

Use it anywhere
Mobile devices tend to be carried in bags or hands and have to deal with situations that are not ideal for screens. Expect much more durability in the future so you really can take them anywhere.

A deeper screen
A future iPad mini screen could sense your touch in more than one way. 3D Touch will let you access extra features so that you can control every single function from the screen.

A paper-thin iPad
Apple will almost certainly continue to reduce the depth of the iPad mini while making the aluminium stronger than ever. With reduced weight as well, it could become the most portable tablet ever.

No home button?
With a more advanced screen, it would make sense for the home button to disappear and for the screen to handle absolutely everything. This offers more room for a bigger screen in a smaller space.

The next iPad?

New accessories
From styluses to keyboards to home automation systems, a huge range of official iPad accessories could greatly increase the uses for your favourite tablet. The scope for these accessories is limitless.

Fold it in half
We shall jump even further ahead and ponder the arrival of a large iPad that can be folded in half or slid apart to carry easily. This technology may be much closer than you think.

More sensitive
Expect future iPad screens to offer more sensitivity and the ability to precisely interact with every single pixel in a variety of ways. They really could come to replace paper for many different tasks.

A post-PC world
The iPad Pro has signalled Apple's intention to increase the capability of future iPads. Will we see processors and new features which mean they could easily replace a desktop PC for every task?

Evolution of the iPad.

In just five years, the iPad has grown to become an incredibly powerful and flexible lifestyle device.

When Steve Jobs took to the stage in January 2010, the tablet was seen as a product which had tried and failed to make an impact. The general public did not like what had come before because the hardware was underpowered and the screen technology meant that trying to run Windows with a stylus was tricky at best. The software was also not tailored to work in a natural way, which meant that for every single part of the early tablets, a sense of compromise dominated the experience. Three months after launch more than

three million iPads had been sold and the reviews from users and critics were stellar, with the original tablet efforts immediately consigned to history in favour of what the iPad could do. Despite the fact that it sort of looked like a big iPhone, it did not take long for users to realise that it was perfect for web browsing and for most other activities that would normally be undertaken with a traditional computer. For most people, computers were used for normal activities that do not require high specifications and lots of onboard memory, but speed and ease of use are

always essential for creating a 'pick up and play' experience, and this is why the iPad became such a huge hit so quickly. The form is portable in almost every way and the simplicity of the interface and touch screen means that you can simply pick it up and respond to emails, play a game or shop online without the need to go to a desk and fiddle with a keyboard. The iPad has effectively moved computing to the living room or anywhere else you want to use it and, perhaps more than any other device, changed the way we interact with technology forever.

History of the iPad
Follow the development of Apple's amazing tech

April 2010
iPad (1st generation)
A 13mm thick and 1.5lb heavy tablet feels huge today, but when the original iPad was launched it felt spectacular. Suddenly we could browse the web, play games and do more on a big screen without the need of a full-sized computer. It changed everything.

April 2010
iOS 3.2
iOS 3 debuted push notifications for third-party apps, the long awaited cut, copy and paste, and Spotlight search among many other changes. These additions filled in the most obvious gaps in the iOS platform and this in turn made it the ideal time to release the first iPad. This is the first version that would feel almost completely familiar and useable if picked up today.

November 2010
iOS 4.2.1
iOS 4.0 brought multi-tasking to the iOS platform, which was perfect for the iPad. The addition of FaceTime was another huge bonus, but the iPad had to wait for full compatibility as it was only iPhone to iPhone at launch. Folders on the home screen was another major update which made iPad use even easier than before.

March 2011
iPad 2
In March 2011 Apple dropped the weight and significantly slimmed down the iPad to create the iPad 2, and also sped it up by using an A5 processor. The result was a tablet which stayed on sale until a whole three years later and it is still widely used today.

March 2012
iPad 3

The third generation iPad appeared in March 2012 and boasted a Retina display which made the entire experience feel much more positive. Unusually for Apple, this meant that the size and weight increased, but the trade-off was worth it because people loved the clean and crisp visuals so much.

October 2011
iOS 5.1

Initially Siri was only available on the iPhone 4s, but it would come to the latest iPads in time to offer a whole new way to interact with the tablet. The new Notification Centre was a worthy upgrade as was iMessage, which has since become a standard messaging platform for millions of people. iCloud and iTunes Wi-Fi Sync were also debuted in iOS 5.0.

September 2012
iOS 6.0.1

Apple Maps did not have the most successful of starts, but it has grown into a system that works extremely well, and it immediately looked fantastic on the iPad. Also new in iOS 6.0 was Passbook, Shared Photo Streams and FaceTime over cellular. The iPad was able to integrate many of these features and was becoming much more flexible as each iOS release arrived.

November 2012
iPad 4

Originally the fourth generation iPad was marketed as the 'iPad with Retina display' and added a Lightning connector, a new A6X processor and little else. The minimal changes were not universally well received, but they added increased performance and usability to the iPad line.

November 2012
iPad mini

In 2012, Apple realised that not everyone wanted to use a full-sized iPad and so came the iPad mini, which proved to be a massive hit immediately. The 7.9" screen was still perfectly adequate and gave the user more options to carry it absolutely anywhere.

September 2013

iOS 7.0.3

iOS 7.0 changed the interface by adding layers while at the same time flattening the look. This approach stood out on the iPad and so did the new Control Centre and AirDrop features. The groundwork was also put in place to bring Touch ID to Apple devices alongside new camera software and improved multi-tasking.

November 2013

iPad Air

With a 7.5mm depth and only 1lb in weight, the iPad Air was a huge leap for a device that was designed to be carried anywhere. The Retina screen, 64-bit A7 processor and refreshed design made the Air incredibly popular and it sold extremely well. It still does today.

November 2013

iPad mini 2

The Retina display included in the iPad mini 2 was the major difference, but the A7 processor also made it feel like a powerful iPad that could do everything you need. Building on the popularity of the first iPad mini, this was a natural move forward and it worked perfectly.

October 2014

iOS 8.1

In iOS 8.0, Continuity gave the iPad and iPhone the ability to work seamlessly with a Mac. This meant that you could start an email on your Mac and then continue it on the iPad and vice versa. Also new were widgets in the Notification Centre and iCloud Drive with Photo Library. The third-party keyboards also offered a boon to iPad users who could customise their data entry experience.

October 2014

iPad Air 2

Apple continued to push the boundaries of design with the iPad Air 2, at just 6.1mm thick and 0.963lb in weight. It is incredibly light and easy to use, and is the pinnacle of consumer iPads available today.

October 2014

iPad mini 3

Adding Touch ID to the iPad mini line made sense and that is really all that changed in this device. The hardware was identical apart from new storage size options and the availability of a gold version, but we should not underestimate the benefits of Touch ID.

September 2015
iPad mini 4

Shrink an iPad Air 2 and you effectively get the iPad mini 4. There is a minor difference in processor technology, but aside from that the camera module and every other specification is identical. The screen is also now fully laminated, which helps in a variety of conditions.

September 2015
iOS 9.0

The iPad has benefited greatly from the changes in iOS 9, including the ability to run two apps side by side, being able to watch a video while doing something else with Picture in Picture, and keyboard shortcuts to make using a hardware keyboard much easier. This release also highlighted the fact that Apple has no intention of letting the iPad play second fiddle to the iPhone in the future.

November 2015
iPad Pro

Apple has changed everything again with the iPad Pro, a device with a 12.9" screen, A9X processor and the ability for people to interact with it in new ways. The Apple Pencil makes it perfect for artists and designers, and this iPad will likely find a place in every company.

The latest and greatest.

The current iPad range boasts some incredible specs and offers all of the choice you could want.

iPad mini 4

It's portable, powerful and full of all the goodness that makes it a genuine iPad

The original iPad mini was greeted with mixed emotions. Some felt that the size was too close to the iPhone and others marvelled at the fact they could now have the iPad experience in a much smaller form. Ultimately, however, the iPad mini gained a legion of fans who appreciated the diminutive size and impressive functionality. With the iPad mini 4, things have got even better. It boasts a powerful A8 processor chip, which lets you run any game or demanding app while still offering a huge 10-hour battery life. The display is better than ever and the latest version of iOS 9 runs at full speed, so you can take advantage of all its features. The iPad mini 4 is a tablet for those who want to get things done, but who also need to travel a lot. It is perfectly capable of matching full-sized iPads when it comes to productivity and speed – it just happens in a smaller space. For children, the iPad mini is naturally more suitable and also for those with smaller hands, but it has been surprising just how popular the smaller iPad has become. It is likely due to the way Apple has managed to create a 'no compromise' tablet with excellent battery performance, a beautiful screen and all of the power you require. Just because the iPad mini 4 is smaller does not mean that it cannot do everything you need.

Connectivity

The iPad mini 4 supports up to 866 Mbps Wi-Fi, which means that it can connect quicker and remain speedier when browsing, etc. When you opt for the LTE version, you get more LTE bands to help you connect to a multitude of networks around the world when travelling. It is the perfect tool, wherever you are.

The Retina display

The 7.9-inch Retina display on the iPad mini 4 can display more than 3.1 million pixels, which means that photos, videos and everything else look pin sharp at all times. It is quite amazing

Use it all day

The processor is very power efficient and gives you up to 10 hours of battery life every day. It easily outperforms most laptop batteries no matter what you are doing

Powerful performance

The most complex apps and graphically-rich games run smoothly thanks to the powerful processor in the mini 4. It can run any game or app you want to use without compromise

Ideal for any task

The size of the iPad mini 4 makes it suitable for tasks that you may not normally associate with an iPad. Music will be ultra-portable and so will reading and any other task

iPad Air 2

The iPad Air 2 sacrifices nothing to give you an extraordinarily light and powerful tablet experience. At just 6.1mm in width, you get to hold and use a device which defies logic in how it is constructed. The frame is incredibly strong and the screen is sumptuous in all conditions, with near-perfect clarity in any app or game. Plus, it can be used for many hours without the need for a recharge. The iPad Air range is now the perfect solution for anyone who wants a full-sized iPad and to reduce bulk when travelling.

So light!

The iPad Air is designed to be as light and thin as possible, which is demonstrated in both the Air and Air 2. The original Air was only 469 grams, but the Air 2 comes in at a measly 437 grams and both are so thin as to offer a remarkably portable experience when out and about.

So much power
All of the power and battery life you need is built in to get you through the busiest of days

New iOS 9 features
iOS 9 features, such as running two apps on screen at one time with Split View, are available to use

A superb display
In all lighting conditions, the 9.7-inch screen is a marvel to look at no matter what you do

iPad Pro

The iPad Pro blurs the lines between what we have historically considered mobile tablets and laptops to be because it kind of sits in both camps. The screen is huge for a tablet, but is as crisp as ever and the addition of the innovative Apple Pencil opens it up to professional uses such as graphic design and media creation. However the possibilities extend way beyond these. The iPad Pro has the potential to be the tablet that fits into more work places than any other device and to change how we use computers forever. It is a powerful beast.

The best

There is not one specification on the iPad Pro that isn't top-of-the-range. From the powerful A9X chip with 64-bit architecture, to the 8MP iSight camera, to the fingerprint-resistant oleophobic coating on the screen, every single detail has been carefully considered. It makes for one of the very best mobile computing experiences you could wish for.

A huge space
The huge screen means that you can easily run two apps at once and see everything in great detail

Incredible power
It is hard to overestimate the power inside the iPad Pro. It can literally do anything you want

Touch and draw
The Apple Pencil lets you draw in fine detail and even recognises how hard you press on the screen

iPad versus iPad.

Every iPad compared.

Size matters

There are now three sizes of iPad that you can buy and choosing which one is right for you will depend on what you intend to use it for. The iPad minis are the smallest at 8" x 5.3", which does admittedly sound small, but the end result is an experience which still feels much more like a tablet than a phone. They are easy to carry in one hand and can slip in a bag without adding much bulk, but they still retain the power you need to use all of your favourite apps and games.

In recent times, the iPad Air has taken over as the default model and comes in at 9.4" x 6.6". This size still feels portable, in particular because the Air models are so thin, but inevitably you will need to use both hands for the majority of tasks. We would say that it offers the best compromise between being able to carry your iPad anywhere and still doing things that require a large screen and lots of detail. Also, the size means that the battery is big enough to run it for long periods of time, which has the potential to add to the feeling of portability.

At the high-end we have the iPad Pro at 12" x 8.68". None of these sizes sound large in theory and they most certainly are not when compared to most laptops, but you have to remember how you are likely to carry and use your iPad. In our view, the iPad Pro is not the perfect tablet

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A8

The battery lasts for up to **10** hours

The display offers **264** pixels per inch

Lightning connector support ensures full compatibility

Record HD video at **1080p**

No SIM

3:50

Monday, October 26

slide to unlock

At **437**g
the iPad Air 2 is
very **light**

Touch ID
adds security
to the iPad Air 2

The front-facing
camera takes
1.2MP
photos

8MP
photos
can be taken on the iPad Air 2

"There is an iPad to suit your lifestyle. . . you just need to find the right one"

to carry with you everywhere and to use in many situations, but it is ideal for tasks when used at a desk or for sharing your work with others. Ultimately, you can only decide which size works best for you by picking each iPad up and seeing how well it suits you. In an ideal world, it would be nice to have an iPad which can change size dependant upon your usage, but we suspect we are a few years from seeing such a revolutionary feature. If we had to sum up the sizing of each current iPad model, we would suggest that the iPad mini is perfect for the majority of potential users apart from those who want more power and a larger screen to work and play on. For those who really do need a huge screen and the innovative drawing features the iPad Pro offers, there is only one choice, but the fact that we have so much choice is what matters. There absolutely is an iPad that will fit your lifestyle – you just need to discover the right one for you.

Screen considerations

The screen on any iPad is potentially the most important feature because it dominates the experience in every way.

When you think about what an iPad is, it is a screen with a home button below it and there are no other hardware components that you will interact with often. You will, however, need to look deeper into the screen technology used by Apple in each iPad to understand the differences, which amount to more than just the display size.

All iPads come with a fingerprint-resistant oleophobic coating which is helpful, but some models include subtle features to improve your usage every day. The iPad mini 4 has a fully laminated display and anti-reflective coating which the iPad mini 2 does not. These extra features are also included on the iPad Air 2 and iPad Pro, but not the original iPad Air. Again, it is only in real-world usage that you will be able to see how much of a difference these inclusions make, but as we said the screen remains the single most important feature and anything that helps to improve the way you use it can only be a good thing.

All of the current iPad models feature a Retina display, which means that you will struggle to ever see a pixel and thus everything from reading to game playing to intricate graphics work can be

undertaken in style. The pixels on screen do, however, differ because of the size of the screens with the iPad Pro coming in at more than 5.5 millions pixels and the other iPads with just over 3 million each. Specs mean little here though, because you can be assured of a highly-pleasing visual experience no matter which iPad you choose. It is merely the size that changes between them. Our advice would be to consider the size of the iPad before you look at the screen and see how well it functions for you on a practical level. If you are happy with the overall size and weight of the device, it is likely that the screen will suit you perfectly as well.

Hardware features

If you are researching which iPad to purchase, we would suggest to not get too hung up on the technical specifications and the hardware features included in each. iOS 9 has been designed to keep everything running smoothly and to mask the computing technology behind the screen, so you should receive roughly the same experience no matter which iPad you use. If storage is important to you, please remember that the iPad mini 2 and iPad Air are limited to a maximum of 32GB while the rest of the iPads max out at 128GB. This is quite important because the price differences are noticeable so you will need to consider how much data you

Comparing iPad Air 2 and iPad mini 4

A great screen
While smaller, the iPad mini screen is still easy to read and offers the right amount of detail.

Is it practical?
The iPad Air is practical for most uses, but can be somewhat cumbersome when snapping photos and videos.

A big display
The 9.7" display is big enough to make the iPad Air feel as useful as a laptop in normal use.

The A8X processor
The iPad Air 2 includes an A8X processor which is faster than any iPad mini 64-bit chip.

Just one hand
You can easily hold the iPad mini in one hand, which makes it easy to use in any situation.

Touch ID
Touch ID on the iPad mini 4 makes it more secure and quicker to use for those app purchases.

Portability

The iPad minis are obviously the most portable iPads in the range thanks to their smaller sizes and lighter weight. This means that you can carry them in a similar way to a phone, but they also retain a tablet feel. However, the iPad Airs can also be described as portable and can be carried around without any problems, but with the added convenience of bigger screens and at times, faster performance. There are positives and negatives to each type of device when it comes to portability and the choice of what to get will depend completely on how you intend to use it. As it happens, the size is the only genuine difference between the iPad Air and mini.

Battery life

Apple lists the battery life for all of the current iPads as ten hours for surfing the web on Wi-Fi and nine hours using a mobile network. Tests have proved that these claims are accurate and so no matter what iPad you choose, you can be assured of similar battery performance. The screens, processors and every other feature are designed to work in the space afforded by each iPad and so it makes sense that the end result will be the same battery performance on every model. Ultimately, you will easily be able to get through a day on an iPad mini or iPad Air and that is the only thing you need to worry about.

"For all of the hardware differences between models, they remain quintessentially iPads in every way"

need to store locally and how much can be stored in a cloud service. Also, all of the current iPads offer a cellular option which adds to the initial cost, but don't forget that you will need to also pay for a mobile broadband service to take full advantage of your iPad when out and about.

There are lots of small hardware differences between each of the iPad models which may not seem significant, but when you add them all up, the end result is noticeable. Every model is capable of running very fast at this time, but the extra power in the iPad mini 4, the iPad Air

2 and in particular the iPad Pro, will come into their own after a long period of usage. Good advice is to always buy the best model you can afford and it will serve you well for a very long time.

One final thought with regards to ease of use – the iPad mini 2 and iPad Air do not use Touch ID which may not seem vital, but once you use the feature you soon realise just how convenient it is. This is particularly true if you use an iPhone with Touch ID because the experience of then not having it available on your iPad can be jarring every time you turn it on.

We are fortunate that all of the current iPads are incredibly powerful and so well built, but there are differences and you should take some time to work out what matters to you. This means that if you are looking for a budget tablet, you can still be assured of excellent performance, but if power and smoothness are key, there are iPads to serve that need. For all of the hardware differences between models, they remain quintessentially iPads in every way and that is great because the 'iPad' name has deservedly become a word many people use to describe all tablets.

iPad power

The power performance differences between the iPad minis and iPad Airs are minimal. The mini 4 and Air 2 offer the best performance thanks to their more powerful processors, but even then, the Air 2 has a slight lead because it uses an A8X chip. The iPad mini could be considered to be a smaller iPad Air in almost all respects and this includes power because the specifications are literally identical between all of the models. A larger screen means having to use more processing power to light up each pixel, but in the real world Apple has managed to make the minis and Airs work almost identically fast. You need only make a decision on the size of each iPad.

Screen resolution

A 12.9-inch display houses 5.6 million pixels. The iPad Pro has a 78% larger display area than the iPad Air 2. This blitz of numbers creates Apple's most impressive canvas yet.

Multi-Touch

Thanks to iOS 9, the iPad Pro has redefined multi-touch, and multitasking features for the first time. Split-screen your apps, and then use Picture-in-Picture to take a FaceTime call on top.

Cameras

Though the rear lens looks a little lost on the giant back cover, the iSight camera is still 8 megapixels, and can shoot in 1080p HD. There's a 1.2MP FaceTime camera too.

Smart connector

Added especially to support the new Smart Keyboard, this subtle three-point connector automatically syncs the keyboard with the iPad Pro, ending the days of cumbersome Bluetooth link-ups.

Speakers

For the first time, there are speakers in all four corners of the device. Not only that, they alter their output as you move between landscape and portrait to maintain audio balance.

*Actual size

iPad Pro revolution.

Hands-on preview of Apple's new premium tablet.

Dimensions

The best way to fully comprehend the dimensions of the Pro is this: in landscape you have the same screen space as two iPad Airs in portrait side-by-side.

Touch ID

With iOS 9 and tweaked hardware, Touch ID is now even more rapid, offering a smoother log-in process than has been previously, using nothing more than your fingerprint.

Though the rumours had persisted for the best part of a year, to finally see the iPad Pro appear in the hands of Tim Cook was still exciting. Cook called the unveiling the "biggest news in iPad since the iPad", and that is true in every sense of the word; not only does the new premium tablet offer a striking alternative to Apple's existing iPads in power and productivity terms, the upscale in size is truly dramatic. Stand before it for the first time, and you can't help but feel as though your perspective has been altered slightly – all the dimensions you see are familiar to you; the home button and bezel size for example, but scaled up to something larger than you ever expected to see. It's a surreal and strange sensation.

Pick it up, and again there's a surprise – it's lighter than you expect. When the weight of the Pro was discussed in the launch event keynote, it was compared to that of the original generation iPad. This didn't sit well because picking up a first generation iPad now is an alarming experience in just how heavy that device was. Yet with the Pro, given its size, that weight – 1.57lb – suddenly doesn't feel so bad. In fact, it feels well balanced and comfortable to cradle. This was an extremely important thing to get right, given that holding the iPad Pro is going to be foreign to begin with. Apple then, on first meeting, has pulled it off; the iPad Pro is a tablet evolution, but still very familiar.

Is it a laptop replacement?

Given the expected price point – $799 – and the size and power it has, there is no doubt that the Pro is not just an upgraded iPad, but a potential laptop alternative.

A9X chip

The most powerful processor Apple has ever built, it can outdo 80% of portable PCs released in the last six months, says Apple, and has double the CPU of an Air 2.

A sight to be held

Inside Apple's new tablet powerhouse

While you're naturally drawn to the exterior and sheer size of the iPad Pro, the most interesting aspects of this device are all under the hood.

The new A9X chip is the most powerful Apple has ever created, and has third-generation 64-bit desktop class architecture. These are internals that can rival desktops and laptops in productivity offerings, but done in a way that is only possible on a tablet.

Because the iPad Pro is running iOS 9 it has all the benefits of the improved Multi-Touch; best personified in Multitasking. Users can now split the screen in two – and have control over how dominating or equal the apps on-screen are in terms of display real estate. Do this in landscape, and you essentially get the space equivalent of an iPad Air 2 in portrait orientation for each half of the screen.
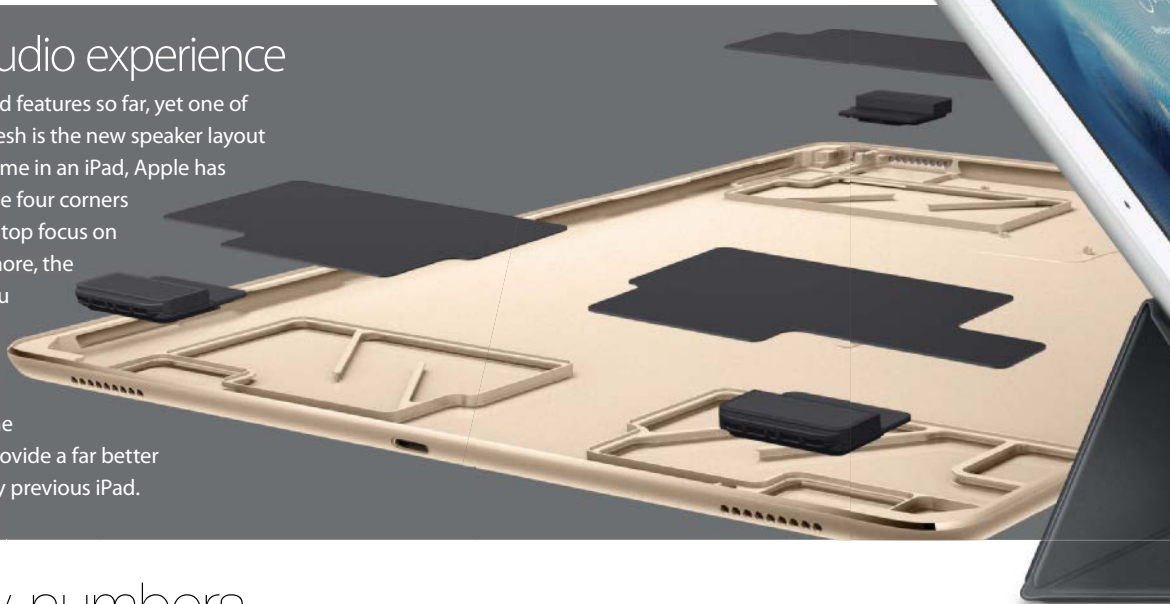
On top of that, Picture-In-Picture enables you to play a video, or take a FaceTime call over the top of the split screen. On the Pro this is seamlessly carried out, and noticeably faster than even an iPad Air 2 when we compared the two.

Finally, users now have laptop power with tablet touchscreen freedom, which is a deliciously appealing offering for creative workers.
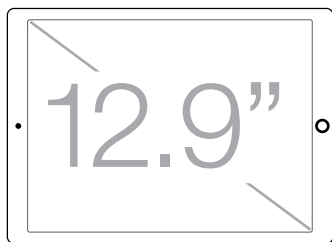
The ultimate audio experience

One of the lesser championed features so far, yet one of the most impressive in the flesh is the new speaker layout in the iPad Pro. For the first time in an iPad, Apple has placed speakers in each of the four corners of the device. The two at the top focus on higher frequencies. What's more, the speakers also know when you move between portrait and landscape orientation, and reconfigure the speakers to work with each setting. The results are noticeable, and provide a far better listening experience than any previous iPad.

iPad Pro by numbers

12.9"
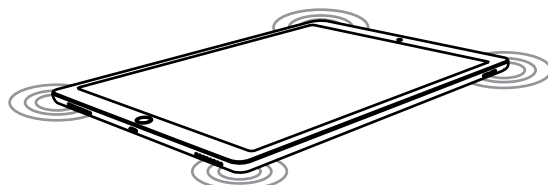Retina display

2732
X **screen resolution**
2048
264
pixels per inch

Over
50
languages supported on
QuickType keyboard

4 stereo speakers
one in each corner
Up to **10** hours of battery life

Are accessories included?
No, both the Apple Pencil and Smart Keyboard are optional accessories to go with the Pro, should you want it to be more of a hybrid.

Completely familiar.
Entirely revolutionary

The iPad Pro's eye-catching accessories examined

Everyone was shocked when Phil Schiller said the 'M' word during the iPad Pro demo; Microsoft.

Not only was having one of Apple's big rivals appearing on-stage an eyebrow-raising experience, but so was the introduction of the Apple Pencil and the new Smart Keyboard, the first first-party iPad keyboard from Apple. For the first time, it feels as though Apple is acknowledging hybrid computers, and Microsoft's Surface in particular.

The power and features that have been loaded onto the iPad Pro suggest Apple now wants to mop up this market, and despite a certain famous quote from Steve Jobs about styluses and 'blowing it', these two new accessories look and feel like anything but add-ons to the iPad Pro and its glorious ecosystem.

Why the Pencil is a game changer

Much rumoured, but perhaps still surprising to see, Apple has been keen to show off how precise the Apple Pencil can be.

The Pencil itself is longer than a 'traditional' stylus, much more closely resembling a real pencil, and so feels natural. The accuracy is incredibly impressive, thanks to the sensors in the Pencil's tip. The force and tilt you use to write, draw, sketch and shade on your iPad are all nuances that the Pencil can read and simply translate to the screen.

8 megapixel iSight camera

78% larger display than the iPad Air 2

1.57lb (713g) in weight

6.9mm thick

Can display up to 3 **4K** streams at once

Bluetooth 4.2 built-in
32GB or 128GB storage capacity

A9X M9
Third generation 64-bit processor

1080p HD video recording & Slo-mo at
120 frames per second

Best third-party app choices

Adobe Photoshop Fix TBC

Adobe's next generation of Creative Cloud apps is headed up by Fix, which is a super-powerful retouch app. As demonstrated on-stage at the iPad event, Fix is intelligent enough to be able to add smiles to faces. It will, of course, work perfectly with Apple's new Pencil stylus.

Photoshop Sketch Free

Adobe's existing sketching app was also shown, and Sketch will now support the Apple Pencil's full array of strokes to create images akin to those found on a physical canvas. Sketch also gives you access to a strong user community for inspiration.

Microsoft Word Free

The entire Office suite is being updated for the iPad Pro, but Word makes best use of a new feature called Inking. This enables users to draw, annotate and highlight parts of a document, and is compatible with Apple Pencil. It'll be interesting to see whether Apple users take to Microsoft!
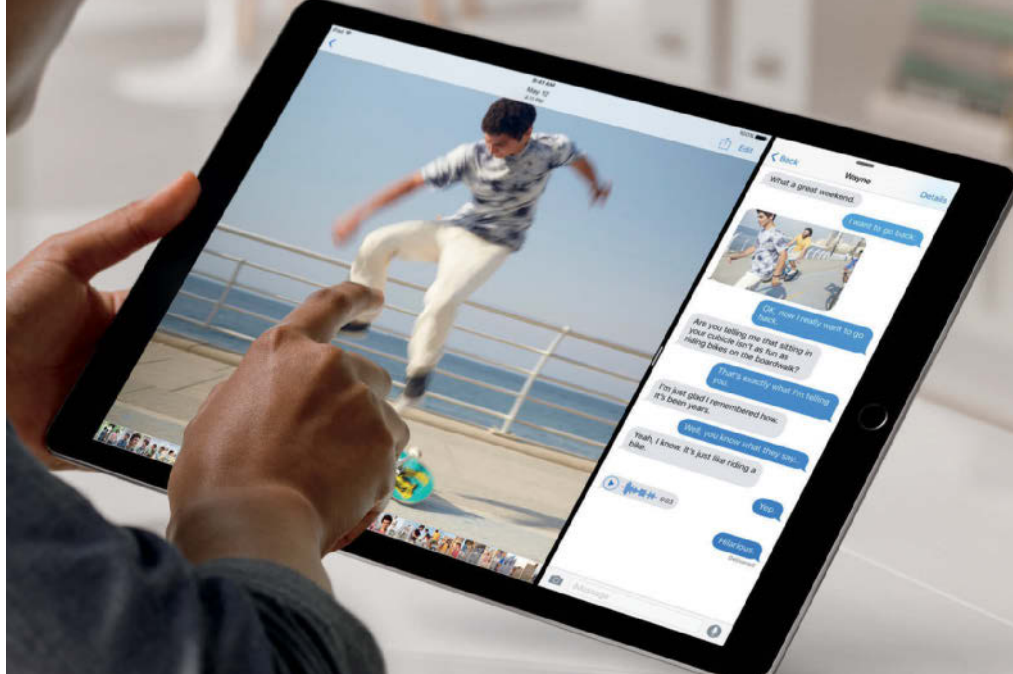
UMake TBC

A 3D drawing app that seamlessly enables users to go from drawing on a flat canvas to looking at and creating a 3D image using touch gesture. UMake is still in beta but already looks a potent iPad Pro tool bursting at the seams with creativity. Expect this to launch as soon as the iPad Pro is released into the wild.

3D4Medical: Complete Anatomy TBC

Though an app for a specialist subject and profession, Complete Anatomy will be a fascinating tool to anyone who uses it. See human joints and muscles in action, and dissect every layer of the body using gestures.

High-performance apps

The iPad Pro's power means productivity just got upgraded

iMovie

One of the best exponents of the new power of the iPad Pro is iMovie, with the bigger screen offering a full-height media browser. Not only does this mean getting a better view of your projects, but the Pro can handle multiple 4K streams at once, and enable you to edit them quickly without any lag. Remember that this is on a device that you can then slot into your bag, as well as use touch gestures to accurately edit.

Photos

Because of the screen resolution the Pro offers, your images will now look better than ever in full-screen. In addition, the extra display space now makes organisation a more productive experience. The engineering tweaks made to the screen – including better-aligned liquid crystal molecules within the display, means contrast now shows up better when you look directly at the screen. The 2.5 million extra pixels compared to the Air 2 will help the appearance of your images, too.

GarageBand

The draw of GarageBand has always been the ability to not only play instruments but to then mix your musical creations all on one device. This now shifts up a gear on the Pro. Again, the screen enables users to have more going on to begin with, and the processing power means that tracks can go from ear-worms to uploaded tracks in rapid time. It essentially gives you the touch-joy of iPad, combined with the editing

What will it cost?
The UK price is yet to be revealed, but with it set at $799 in the US for 32GB, expect it to be around £699 in the UK.

What are the key differences?
Compare each of Apple's three tablet sizes and their specs

iPad Pro
From £TBC/$799

Power
That A9X chip means the Pro can handle tasks as quickly as a lot of laptops out there, and in a lightweight tablet that is quite a positive to have. In straight productivity terms, this power is a real game-changer.

Multi-tasking
While iOS 9 will work on all iPads, it is here that it offers the most space, and shows off the split screen and picture-in-picture modes most effectively. The already mentioned power means it's the smoothest too.

Accessories
Not forced upon you, but rather offered as extras. Depending on how you use your iPad, the new Apple Pencil and Smart Keyboard could be vital components to your working life, and both are hugely effective.

Lifestyle
Make no mistake, this is more than just a bigger iPad. The Pro is essentially a laptop replacement, and that means you can't just throw it in a small bag for transport. Neither will you be carrying it in your hands for long.

iPad mini 4
From £319/$399

Size
This is the iPad that can fit into the back pocket of a pair of jeans, and so in transport terms is unrivalled for convenience. In terms of viewing media the mini also remains a hugely appealing proposition for users.

Updated specs
Though the announcement of the iPad mini 4 was somewhat understated, its new specs shouldn't be. Essentially, it now rivals the Air 2, and in a device that weighs less than 300g; that really is quite something.

Price
A high-powered iPad, the most recent in its size no less, can be yours for less than £320. In an age where a smartphone with lots of storage can cost you £700, there's no doubt the mini 4 offers fantastic value for money.

Screen size
Yes it's great for carrying around and some media viewing, but at times, you can't help but feel as though you own an iPad light rather than a fully-fledged media-devouring tablet. It's very much a personal choice.

iPad Air 2
From £399/$499

Dimensions
A 9.7-inch screen, Touch ID, very good processor and solid battery life in something that weighs in at 437g. It's also only 6.1mm thick. In short, the magazines you lug around in your bag will be bulkier beasts than this.

Hardware
Compared to the previous generation Air, the Air 2 is faster and more efficient; it was also the first iPad to come in gold – which has to be worth something?! It remains a tablet powerhouse at this screen size.

Resolution
Has the same pixels per inch as the iPad Pro but in a screen more than 70 per cent smaller. So media consumption on the Air 2 looks absolutely brilliant. For media storage and viewing, there are few better places.

Competition
Now that Apple has matched the specs of the Air 2 in the mini 4, there is some serious competition in place. For £80 less you can get a tablet with the same power, and that will appeal to many consumers out there.

Organise your life. Make it yours.

Let your iPad take the hard work out of keeping your life organised.

As you will have discovered by now, today's iPad is an incredibly portable device that's capable of feats many of us would have thought impossible just a few years ago. It can significantly improve our productivity and make it much easier to work on the move, manage our social lives, and help record and document important events that occur in our busy lives.
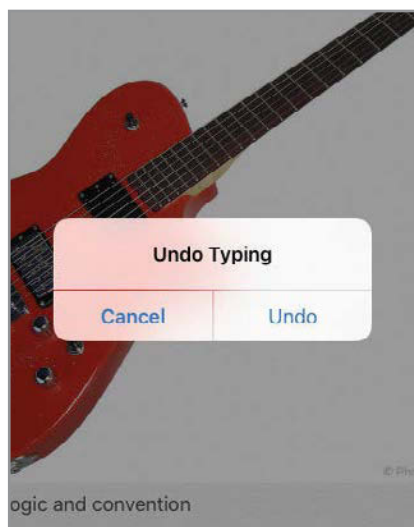
However, not all of its capabilities are clearly signposted, leaving a great many secrets hidden beneath the surface that only the most curious among us stumble across.

Quite often, these secrets consist of time-saving shortcuts that allow us to utilise various features of the iPad we might well have been aware of, but were accessing in a more conventional, long-winded manner.
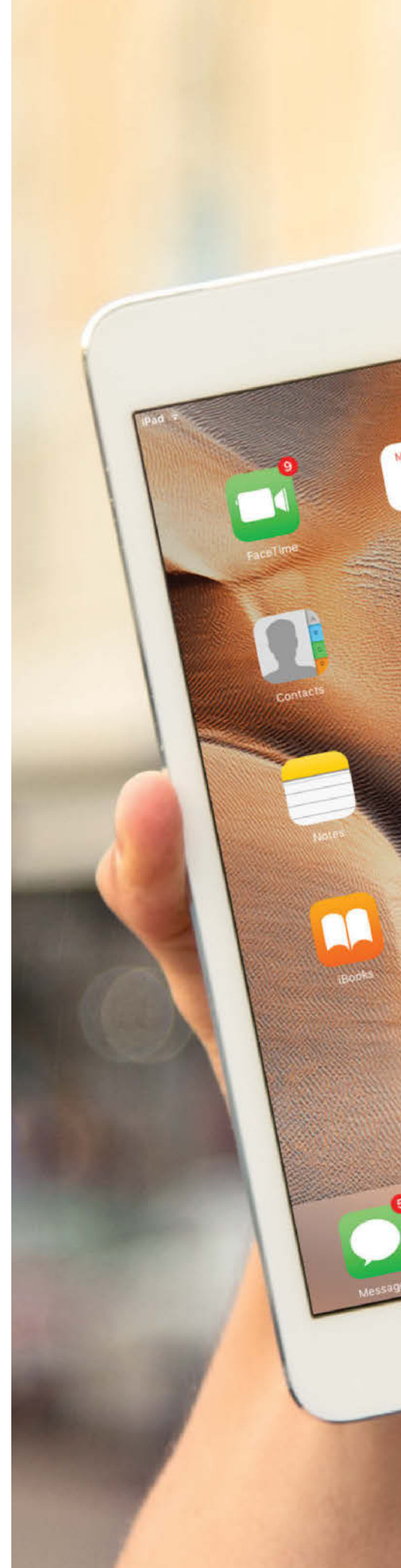
These secrets also reveal enhancements that take a feature we know and love to another level of usability.
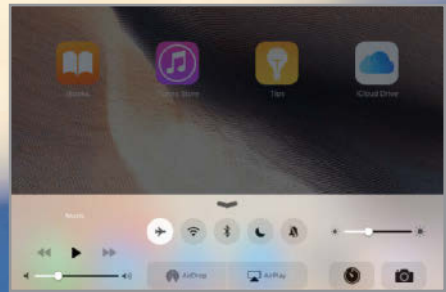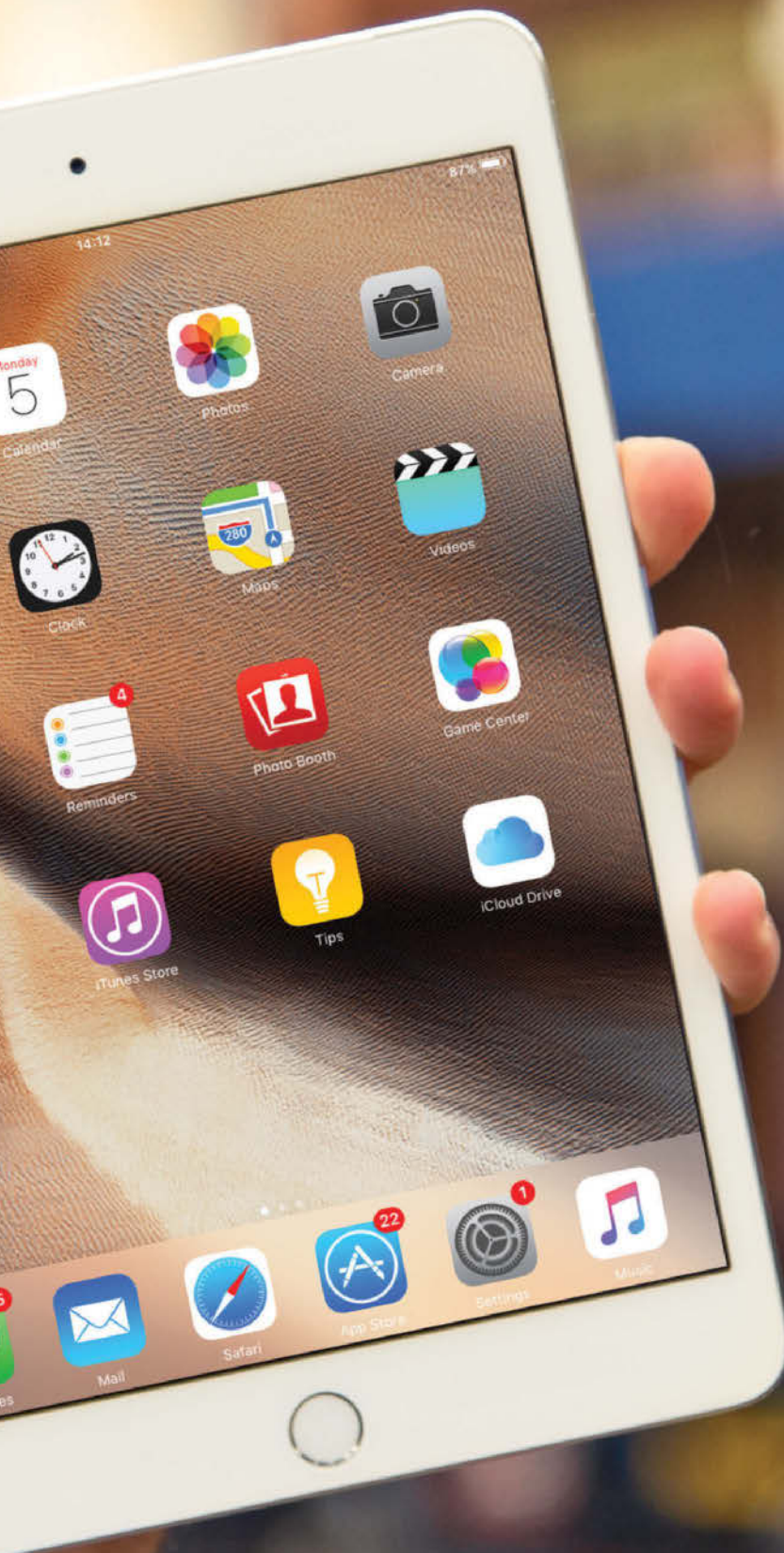
There is a lot you don't know about your iPad. To combat this, we have compiled some handy tips to help you get even better acquainted with your device. Included are tricks for improving your photography, speeding up your day-to-day productivity, and making your device even easier to use. There are also plenty of other tips and shortcuts to keep you busy, so make sure you sit down comfortably with your device and take time to explore the many bolt-on apps and settings. Delve as far as you can into the inner workings of your iPad to discover what other useful secrets and shortcuts there are at your fingertips.

Shake to undo

ogic and convention

Although many of us are probably far too clumsy by nature to consider shaking our precious iPads and risk dropping them, there is a cool trick that involves doing just that. While writing emails or text messages, or editing images in the Photos app, if you happen to make a mistake you can simply shake your device to undo the last thing you did – be it applying a filter to a photo or erasing the last sentence you wrote. After shaking your device, a confirmation box will appear. If you are undoing something you have written, for example, then the text will read 'Undo Typing' and you can either confirm or cancel the command. If you are editing photos then the confirmation box will simply read 'Discard Changes'. This trick also works in apps such as Notes and generally any app in which you can write.
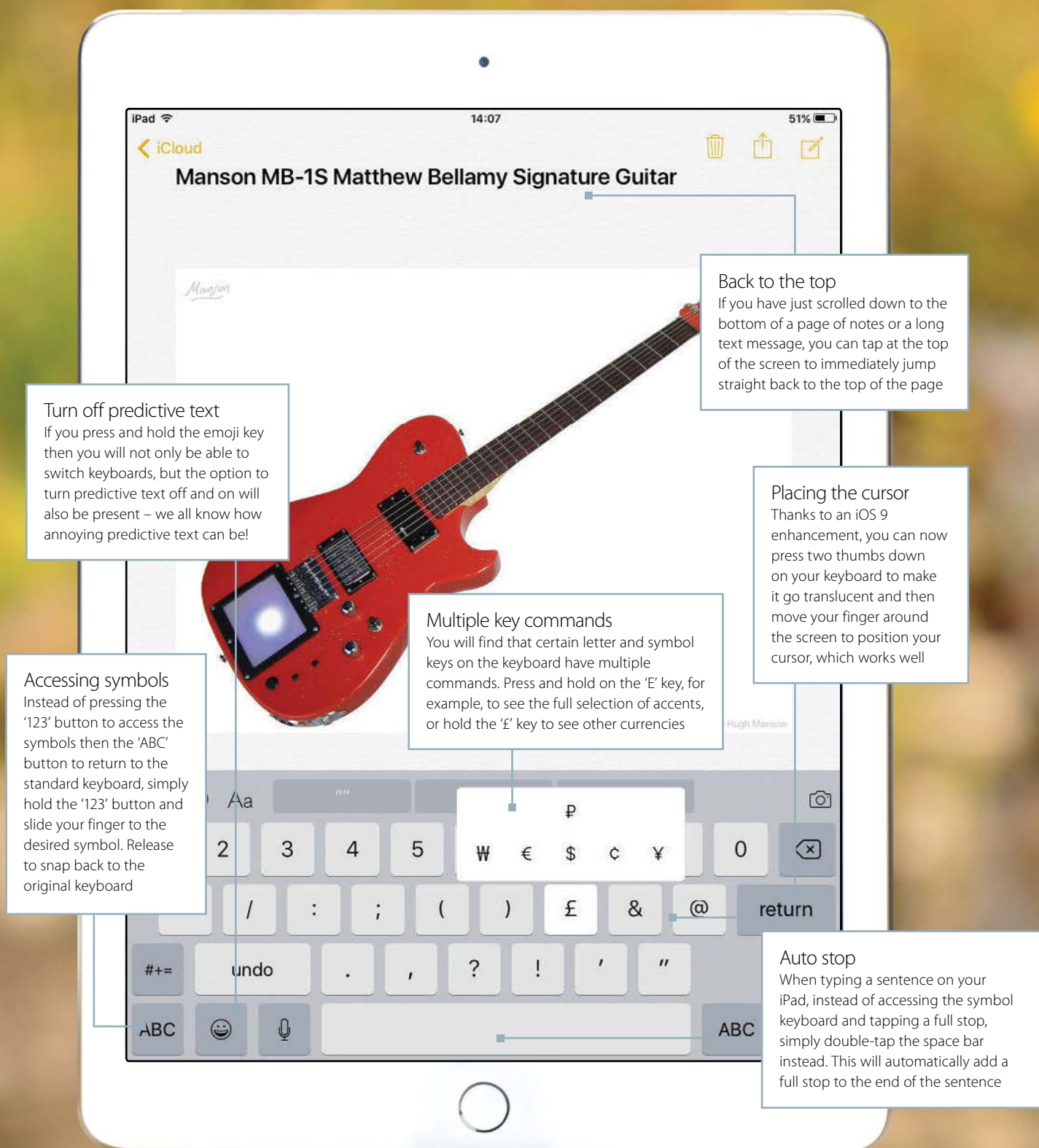
Charge up your iPad even faster

Often we only have a limited time frame in which to charge our devices – usually when we're going out and forgot to put them on charge sooner! In such a situation, we want to squeeze as much charge out of the wall as possible before going out the door. Putting your iPad into Airplane Mode will charge it much faster, presumably because many of the charge-draining features are disabled in this mode. To switch on Airplane Mode quickly and easily, swipe up from the bottom of the screen to access your Control Center, then tap the Airplane Mode icon so that it is highlighted in white.

Change the apps in your tray

If you don't find that the default four apps at the bottom of your home screen don't represent the apps you use most, you can change them, and even add more apps to this area, known as the 'tray'. Doing this is as easy as moving any of your usual apps. You'll need to press and hold on any app outside of the tray, until all of your app icons begin to wobble. At this point, you can move app icons into the tray or out of it, until there are up to six icons in there. Having your favourite apps located in this handy position will mean that you can access your most vital apps in no time at all.
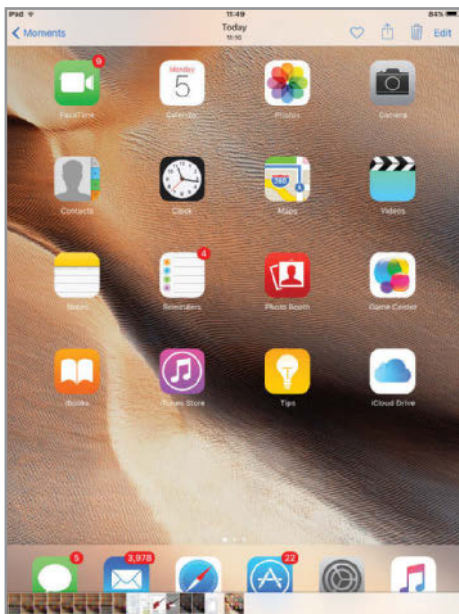
Keyboard shortcuts.

Manson MB-1S Matthew Bellamy Signature Guitar

Back to the top
If you have just scrolled down to the bottom of a page of notes or a long text message, you can tap at the top of the screen to immediately jump straight back to the top of the page

Turn off predictive text
If you press and hold the emoji key then you will not only be able to switch keyboards, but the option to turn predictive text off and on will also be present – we all know how annoying predictive text can be!

Placing the cursor
Thanks to an iOS 9 enhancement, you can now press two thumbs down on your keyboard to make it go translucent and then move your finger around the screen to position your cursor, which works well

Multiple key commands
You will find that certain letter and symbol keys on the keyboard have multiple commands. Press and hold on the 'E' key, for example, to see the full selection of accents, or hold the '£' key to see other currencies

Accessing symbols
Instead of pressing the '123' button to access the symbols then the 'ABC' button to return to the standard keyboard, simply hold the '123' button and slide your finger to the desired symbol. Release to snap back to the original keyboard

Auto stop
When typing a sentence on your iPad, instead of accessing the symbol keyboard and tapping a full stop, simply double-tap the space bar instead. This will automatically add a full stop to the end of the sentence

Add attachments to emails

01: Compose an email
Start off by composing a new email as usual and then tap anywhere in the main message window to bring up a floating menu.

02: Add attachment
From the floating menu, tap on the 'Add Attachment' option and this will bring up your iCloud Drive window.
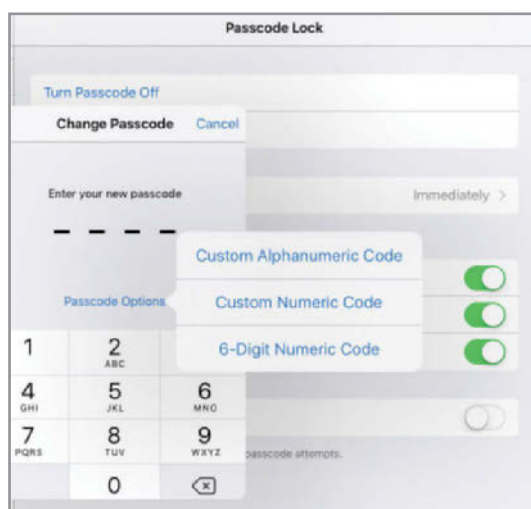

03: Find attachment
If the attachment you want isn't in your iCloud, tap on 'Locations' and you will be able to enable other cloud services.

04: More attachments
If you wish to attach photos then you must do so from within the respective app by tapping share and choosing Mail.

Check on your battery power

If you're constantly scratching your head wondering why your iPad's battery charge has drained so quickly then help is at hand thanks to a new feature of iOS 9. Go to the Settings app and you will see a new section called 'Battery' listed to the left of the screen. Tap on this and you will see a section called Battery Usage. This will list all of the apps that you currently have open and the amount of battery power they are using. If an app appears to ne using up a lot of the battery power then it makes sense to close it, especially if you aren't even using it at the present time. To do this, double-tap the Home button to reveal all open apps and then swipe upwards on a particular app to shut it down.

Take a screenshot

Taking an image of your iPad's screen can be useful for many reasons. You could capture a screen depicting a text or email to send to someone; you could do it in order to showcase a fault with your device or a particular issue that you are having; or you might want to capture a page in Safari and store it on your device.

Whatever the reason, taking a screenshot is a quick and straightforward process. Simply press the Home button and the On/Off button situated at the top of your device at the same time and you will hear a clicking sound like a camera shutter going off. Once taken, the screenshot will be saved to your Camera Roll and accessible through the Photos app. From there you are able to edit the shot, mark it as a favourite or share it, just like you would any other photo.
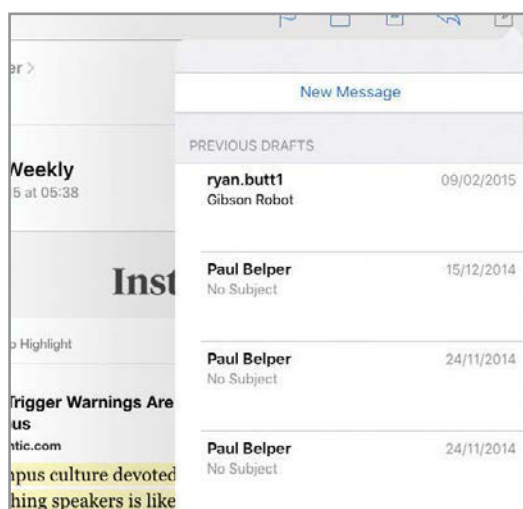
Create a longer & more secure passcode

We have mentioned this elsewhere in the book, but it's worth highlighting again, as this tip enhances the security on your iPhone dramatically. When securing your device with a passcode you'll be prompted to enter a standard four-digit numeric code. However, you can change this so the code is as long as you want and comprises of digits as well as letters. Go to Settings>Passcode then tap the 'Turn Passcode On' option to enter the standard four-digit code. Next, tap 'Change Passcode' and, when prompted to enter a new passcode, tap on the 'Password Options' link and choose from Custom Alphanumeric Code, Custom Numeric Code or 6-Digit Numeric Code.

Quickly access your Mail drafts

It's easy to get distracted while composing an email in the Mail app and, as such, never get to send it. Any unsent mail will automatically be saved as a draft, but how can you access your drafts later when you finally get around to sending them? One way is to backtrack through your various mailboxes until you find the Drafts folder, but a much quicker way is to simply press and hold on the 'compose' button in the top-right corner of the screen (the icon depicting a pen and paper). This will instantly take you to your list of drafts, so all you need to do is select one, finish composing it if you need to, and then send it as you usually would.
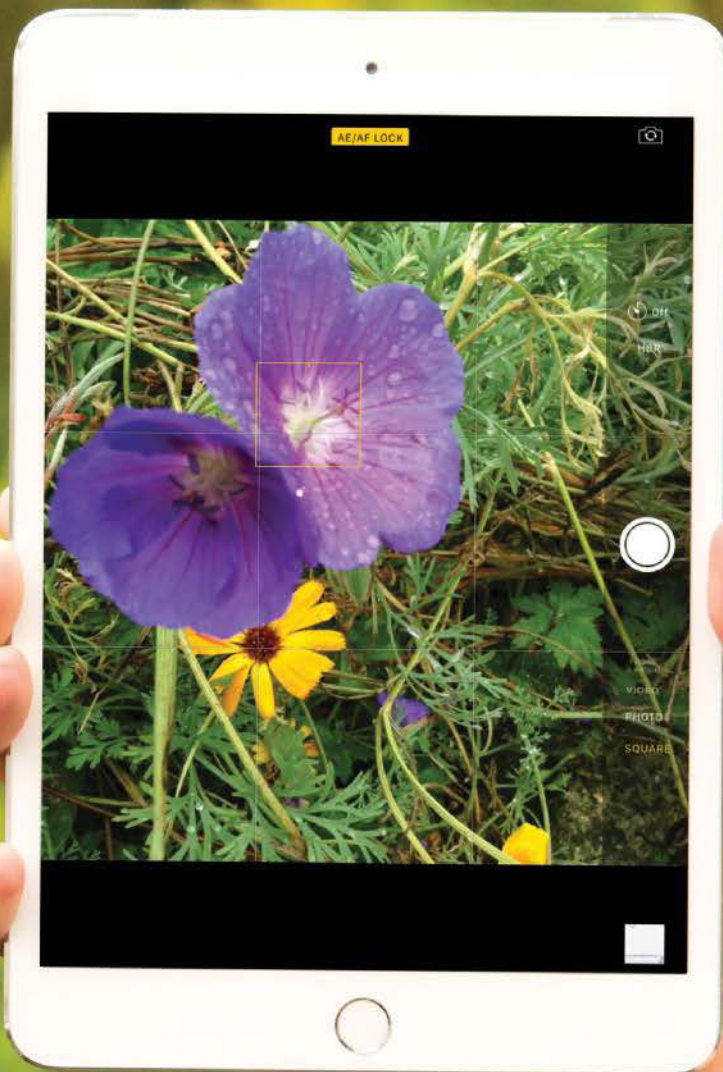
Enter easier web addresses

When using Safari, if you know the URL of the site that you are wishing to access and want to type it in manually, then do so. You can speed things up significantly when you come to type the web suffix simply by holding down the full-stop key on the keyboard. This will bring up a floating menu of possible web suffixes, including '.org', '.net' and many more. Simply move your finger to the suffix that you wish to add to your domain name and release it once done to instantly add the suffix to the domain name in the URL bar. The floating menu of suffixes will then vanish from view. This will undoubtedly save you a great deal of time over your iPad's lifetime.
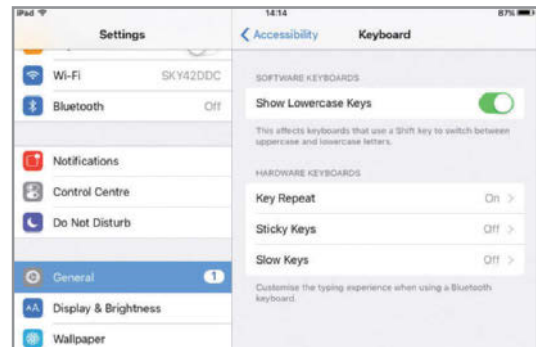
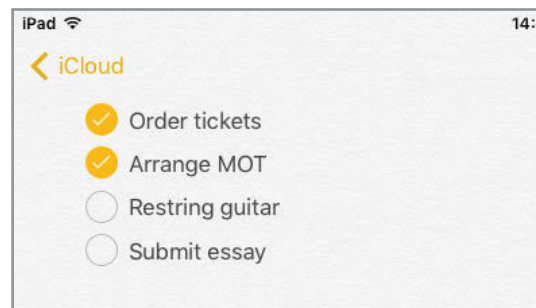## "This will undoubtedly save you a great deal of time on your iPad"
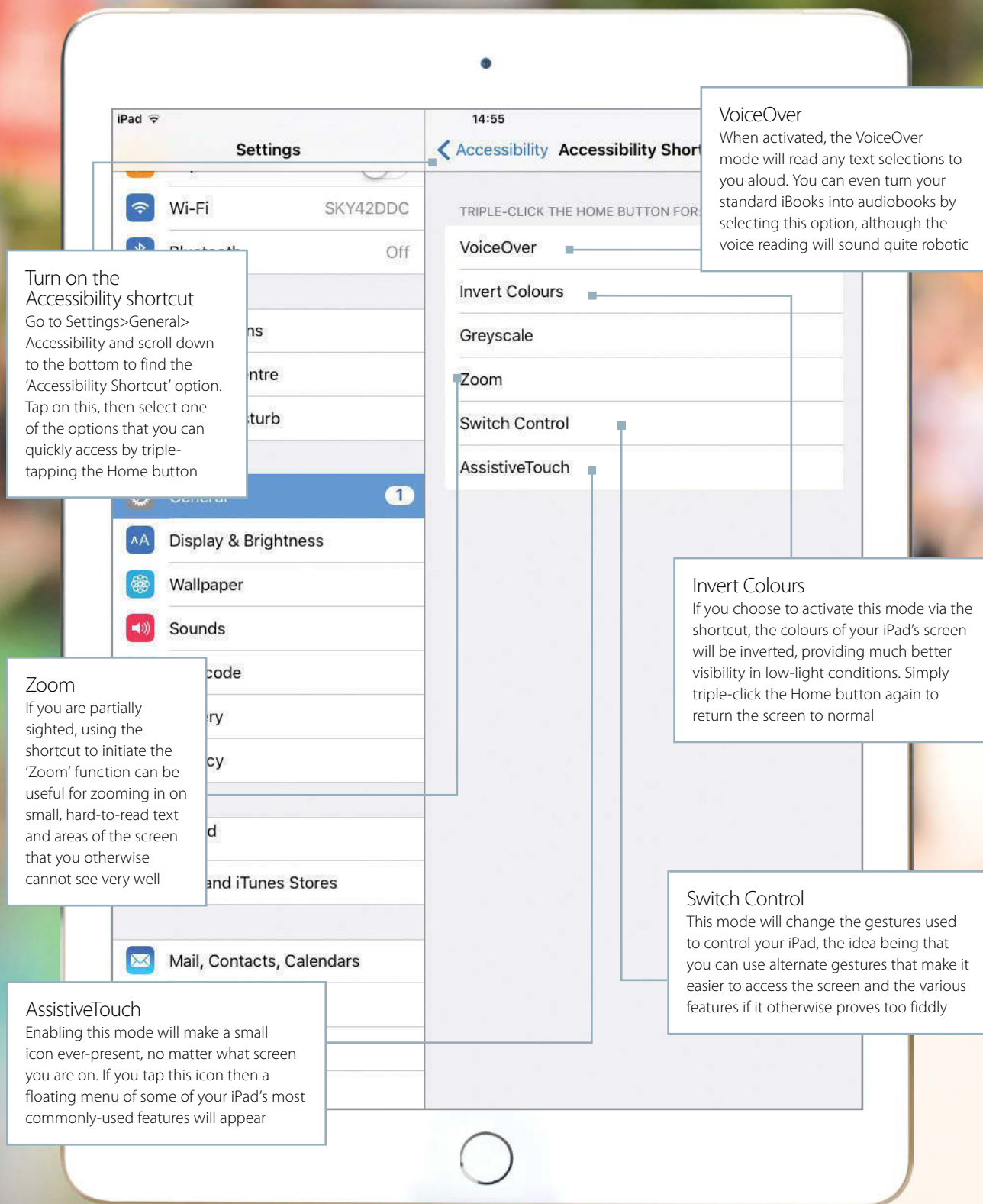
Display upper and lowercase keyboard

If you've ever experienced the frustration of not knowing if your keyboard is in upper or lower case after tapping or double-tapping the shift key then a new feature of iOS 9 should help eradicate the problem. While in Settings, go to the General section followed by Accessibility> Keyboard and then you will see an option called 'Show Lowercase Keys'. Ensure that this is set to the 'On' position and then every time you use your iPad's keyboard you will be able to tap the soft key and see the keys switch between upper and lowercase, thus iunstantly removing any confusion. This is a subtle, yet worthwhile, enhancement of iOS 9 that will make your iPad experience much easier.
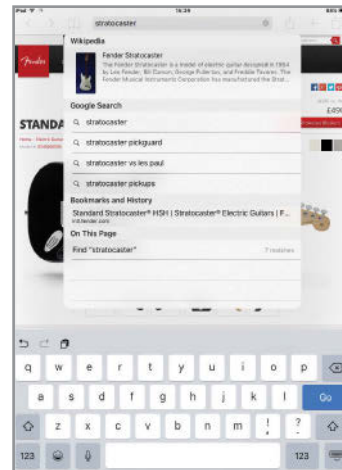

Create to-do lists in your Notes app

Of course, Notes was always there to do with what you want, including making lists. But whereas before you had to insert your own bullet points, there is now an option in the iOS 9 version of Notes to choose a checklist as a note format so that each point you add comes with its own bullet point that you can tap to highlight when the task is completed. To create a list in your Notes app, bring up the keyboard after creating a new note and then tap the circle icon with the tick in in the upper-left corner of the keyboard. When you create an entry and then tap the Return key a new bullet point will be created and, like we said, you can tick them off when they are completed.

Lock auto-focus as well as exposure

When attempting to size up the perfect shot through your iPad's Camera app, you can lock down the focus and exposure by pressing and holding your finger on a certain part of the screen until the yellow square appears on the screen and flashes twice. You'll notice that a yellow 'AE/AF Lock' message appears on the screen confirming that you have locked in the exposure and focus. It will remain in this state until you have finished taking the picture. This will make it much easier to capture the perfect shot.

Accessibility shortcuts.

VoiceOver
When activated, the VoiceOver mode will read any text selections to you aloud. You can even turn your standard iBooks into audiobooks by selecting this option, although the voice reading will sound quite robotic

Turn on the Accessibility shortcut
Go to Settings>General> Accessibility and scroll down to the bottom to find the 'Accessibility Shortcut' option. Tap on this, then select one of the options that you can quickly access by triple-tapping the Home button

Invert Colours
If you choose to activate this mode via the shortcut, the colours of your iPad's screen will be inverted, providing much better visibility in low-light conditions. Simply triple-click the Home button again to return the screen to normal

Zoom
If you are partially sighted, using the shortcut to initiate the 'Zoom' function can be useful for zooming in on small, hard-to-read text and areas of the screen that you otherwise cannot see very well

Switch Control
This mode will change the gestures used to control your iPad, the idea being that you can use alternate gestures that make it easier to access the screen and the various features if it otherwise proves too fiddly

AssistiveTouch
Enabling this mode will make a small icon ever-present, no matter what screen you are on. If you tap this icon then a floating menu of some of your iPad's most commonly-used features will appear

Find particular words or phrases in a webpage

If you want to find a word or phrase on a webpage you can do this by typing the text directly into the search/URL bar. You'll see a set of web results based on the search criteria, but if you scroll down to the bottom of the list you will see the 'On This Page' option that says if any matches are present. Tap this option and the results are highlighted in yellow, and you can use the arrows to go to the next or previous instance.
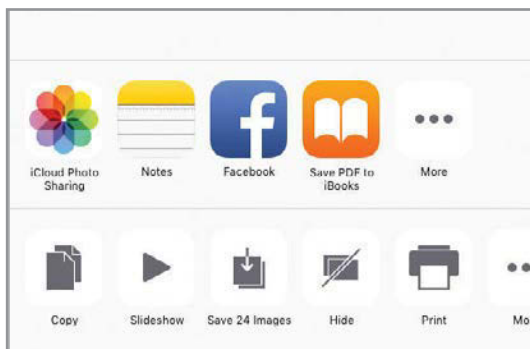
Batch selecting shots

When the time has come to free up space on our iPad by deleting photos, this has traditionally be a painstaking process of tapping on each individual image to select it. Fine if you only have a handful to delete, but if the kids have been snapping pictures of the family pets with the results looking like stop-motion animation then it gets quite obsurd. Help is at hand thanks to iOS 9 though because now, after tapping the 'Select' button in the Photos app you can easily highlight which images to bin simply by gliding your finger over them. As such, hundreds of images can be highlighted in seconds, after which you can simply tap the bin icon.

Create your own text shortcuts

As you use your iPad so much to send text messages and emails, there will undoubtedly be words or phrases that you use rather a lot. Imagine how much time you could save on typing these words or phrases repeatedly over the course of your iPad's life simply by creating shortcuts. With text shortcuts you can have your device place an entire sentence in place by simply tapping a couple of letters. For example, you can shorten 'On my way' down to 'ow', thus saving you seconds of typing time, which all add up.

To get started with creating your own text shortcuts, go to Settings>General> Keyboard, then tap on the 'Text Replacement' option. Any shortcuts you create will be displayed on this next page, but you can create new ones by tapping on the '+' icon in the top-right corner of the screen. On the next screen, type out in full the phrase you want to shorten, followed by the shortened version. For example, in this instance we have shortened 'what do you want for dinner?' down to 'din'. When you have finished, tap Save in the top-right corner of the screen and your new shortcut will be stored on the alphabetical list on the previous screen. From there, you can tap Edit to modify or delete previously created shortcuts.
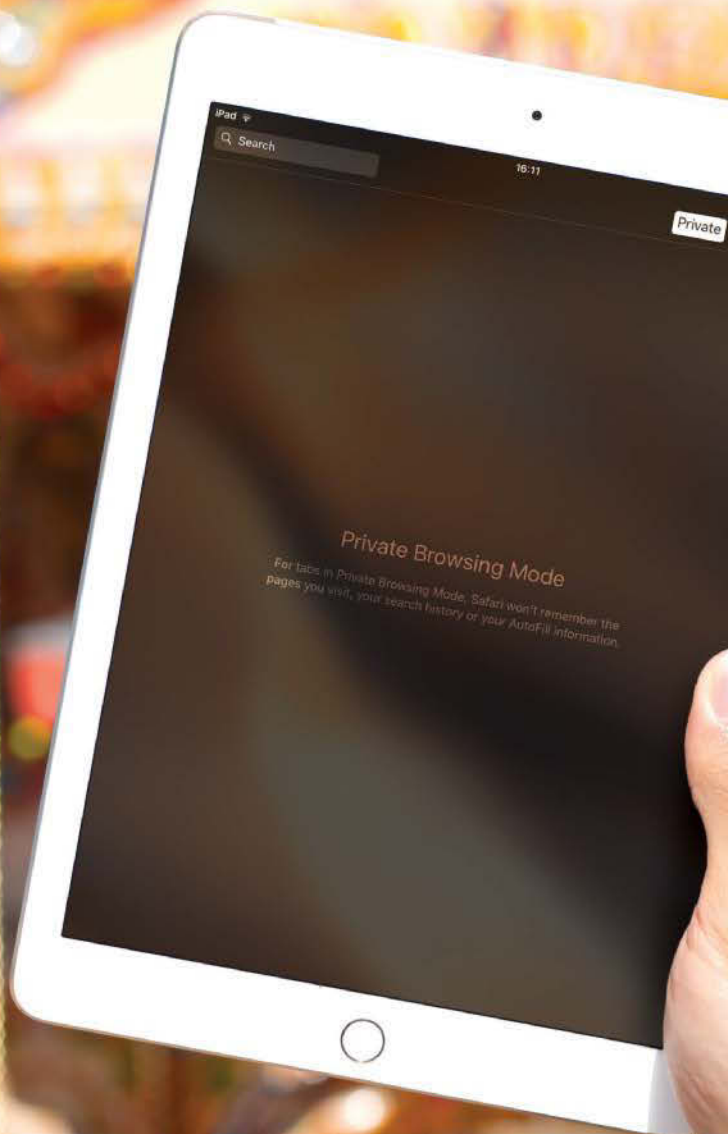
Hide your personal pictures from Photos

If you have ever passed your device to someone else to browse your photos, only to develop a swift sweat that they may see something incriminating then iOS 9 offers a neat solution – you can now hide images that you don't6 want others to see. Doing this won't delete the images from your camera roll, they will just remove them from view. To do this, opening your camera roll in the Photos app and then tap Select and hjighlight the images you wish to hide. Now tap the share button and you will see the option to 'Hide' your selected shots. Tap this and the images will be hidden from Moments, Collections and Years, but will still be present in Albums.

Look up words

While reading web pages or digital publications through your iBooks app, there may be times when you come across a word you don't understand the meaning of. This isn't a problem; just press and hold on the word in question until it becomes highlighted, then a floating bar of options will appear that includes 'Define'. Your iPad's built-in dictionary will then look up the word and provide an explanation of what it means. If, however, a definition isn't found, tap on the 'Manage' button in the lower-left corner of the screen and you will see an extensive list of other dictionaries that you can download to your device by tapping on the iCloud logo next to them. Feel free to add as many dictionaries as you want for a wide variety of defining possibilities.

Enable Private browsing in Safari

When browsing the internet, there might be times when you want to keep what you are looking at private. For example, family members might also use your device and you could be planning a surprise party or looking for a present for them. Well, you can cover your online tracks by launching Safari and then tapping the tabbed windows icon in the lower-right corner of the screen. Doing so will display all of the web pages that you currently have open on all of your iOS devices, but more importantly you will now be able to access the 'Private' option in the upper-right corner of the screen. Tap this and none of your online activity will be tracked or stored. The Safari interface will be darker while in Private mode, so you know that it has been activated. Repeat the process to turn off Private mode.

Save certain online images

When using the Safari app to surf the web, you may come across an image that you like. Perhaps you want to use it as a wallpaper or just want to add it to one of your journals. Whatever the reason for wanting it, you can save images to your device quickly and easily. When you find the image you want, simply press and hold on it and a menu of options will appear. These options include opening the image in a new tab, saving the page to your Reading List (a cool feature of Safari that lets you save pages for offline reading later) or 'Save Image'. Select this option and the image will be added to your camera roll and made accessible through the Photos app.

> "You can save images to your device quickly and easily"

Block & mute conversations

It can be such a nuisance when you have been included in a group text message and your iPad insists on notifying you with updates of the conversation from folk from whom you don't particularly wish to hear. There is a simple way to get around this though. Navigate to the conversation in question in the Messages app, then tap the 'Details' option in the top-right corner of the screen. Now tap on the small 'i' icon next to the person you wish to mute, and scroll down to the 'Block this Caller' option. You can also mute conversations without blocking individuals by tapping 'Details' and then moving the 'Do Not Disturb' slider to the 'On' position.

See where you've been

One of the most fascinating features on your iPhone is the ability it has to track everywhere you go, so you are able to see all of your most commonly visited locations whenever you want. To view them, all you have to do is go to Settings>Privacy, then tap on Location Services. The following page will list all of the apps and services that use your location data, and if you scroll down to the very bottom of the page, you will see an option called 'System Services'. Tap on this. Now scroll down through the list and you will see an option called 'Frequent Locations'. Select this and you will not only be presented with the option to disable this tracking feature if you are uncomfortable about such data being recorded, but you'll also see a list of your most visited locations.
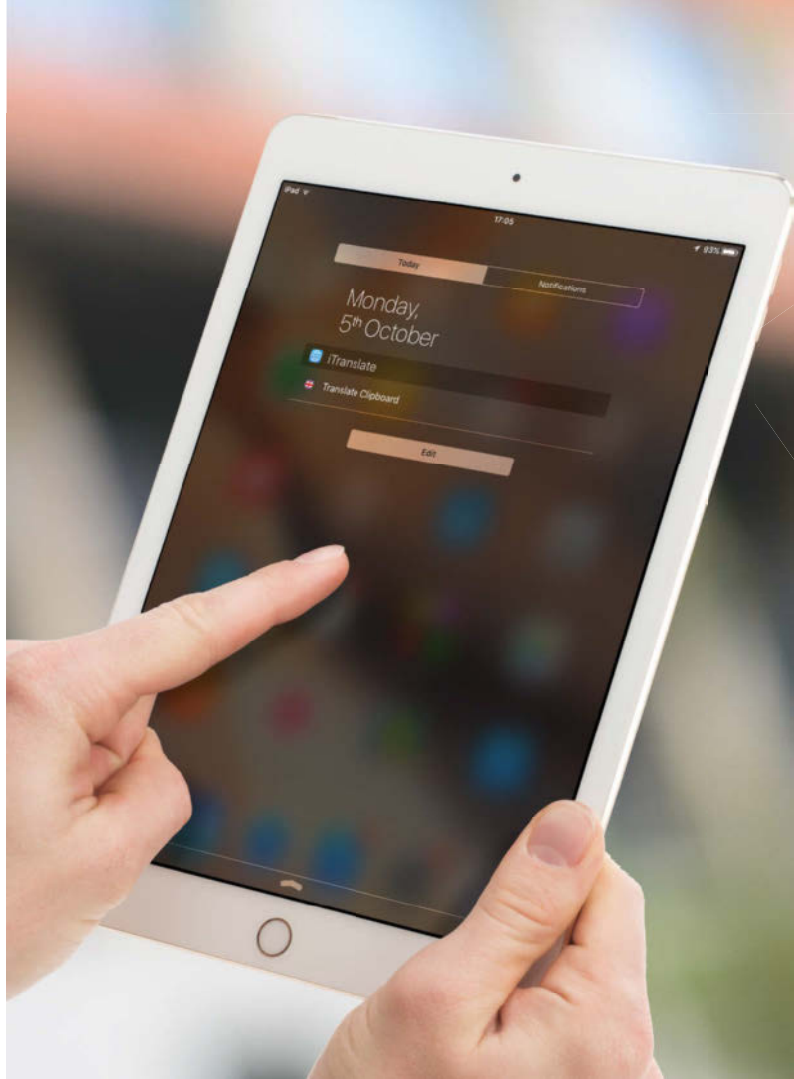
Add useful Notification Center widgets.

With the introduction of iOS 8 came widgets, a long-awaited feature that Android users have long enjoyed. Providing simple, small nuggets of information, they neatly sit within an iDevice's pull-down Notification Centre so you can speedily access crucial info and make quick selections from a wide range of first- and third-party apps. The number of such widgets is growing fast, offering simple ways to access news, notes, lists, weather and so much more. They provide at-a-glance guides or shortcuts and they can be added or removed within seconds.

Widgets will only refresh and run when you open the Notification Centre – they're not constantly running in the background, thus somewhat addressing concerns about battery usage. That said, the fewer you have, the less cluttered Notification Centre will be and the less power-draining they will prove to be overall. Here we reveal the ten best widgets available for your iPad to enhance your life.

iTranslate

If you have copied a block of foreign text to your iPhone's clipboard, you can instantly paste it into iTranslate's widget. It will then convert it to the language of your choice, saving you the hassle of finding and opening the corresponding translation app. Very useful for quick and easy translations.

Evernote

This Evernote widget provides a tidy way to launch actions rather than bombard you with lists of notes. Tap on Text to create a new note, Photos to find an image, Reminder to jog your memory, or List to produce a to-do task. Your most recent entries will also be presented on the screen for quick and easy access when you need them.
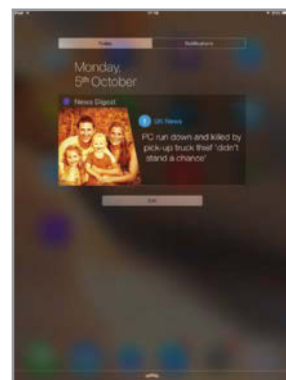
Kindle

Avid readers who prefer Kindle to iBooks will love the way this widget will instantly recall the book you have open and show you your progress through it. By tapping on the notification entry, you can go straight to the page you had been reading previously. It's certainly quicker than navigating to the app on your Home screen.

App in the Air

After inputting flight information in the App in the Air app, you can use the widget to see details of any forthcoming flights. It shows you the check-in closure times, terminal and gate, ensuring that the information you need is a mere screen pull-down away. It's good for settling your nerves in the run-up to a flight and ensuring you arrive on time.
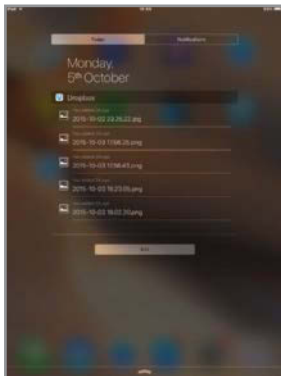
Yahoo News Digest

This app provides a quick and easy news fix and the widget expands the service neatly to beam the hottest stories straight to your notifications screen. It's a good way to stay informed on the latest news while you have a brief time window without you having to actively go in search of it yourself. Tap on a story to launch the app proper.

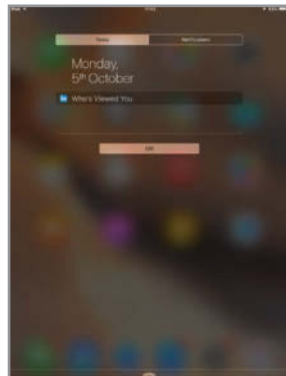## How to add widgets

Wunderlist

With up to four to-dos displayable within Notifications, you get an at-a-glance guide to your daily tasks. Tap the boxes to the left of items to instantly tick them 'done' and master your chores without added stress.
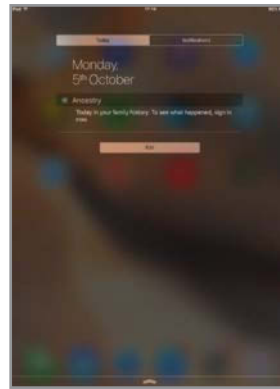
Ancestry

Any budding genealogist can use Ancestry to chart their family tree. You can use the Notification widget to keep abreast of key dates, from birthdays to deaths to marriages. It gives you plenty of advance notice and a quick tap opens the app to explain more. If you want to stay on top of your family history, this widget puts it all in easy reach.

Dropbox

While iCloud is a brilliant service from Apple that lets you save your files in the cloud, there are alternatives, with Dropbox being among the most popular. See the last five items to be uploaded to the cloud with this widget and instantly access them. It's a great way to access your essential files quickly and easily when you need to.

LinkedIn

Are you interested in furthering your career? LinkedIn has become a popular work-based social network for doing just that. To see who has been viewing your profile in recent days, activate the Who's Viewed You widget and you will be kept informed. It's a good way to stay informed on general goings-on without launching the app proper.
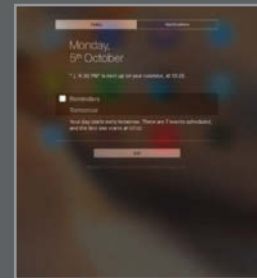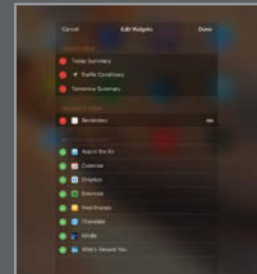
Day One

This is a highly versatile journal app that lets you record and log any moment or thought as they happen via words or photos. Not only does the widget provide a quick link to adding a new entry to your journal, it also provides a graph to chart how prolific a writer you are. A great widget that can enhance your productivity.
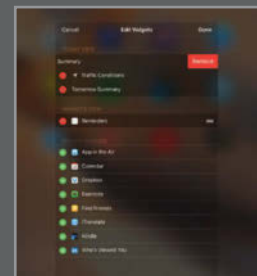
01: Edit widgets
Pull down from the top of the screen to open the Notification Centre. Scroll to the bottom of it. Tap on Edit. You will see the available widgets.

02: Add widgets
Widgets with red buttons are active; those with green are not. To add widgets, tap the '+' icons of the green ones that you want to add.

03: Remove widgets
If you wish to remove a widget, tap the red '–' icon next to it. It will shift to the left and show the word Remove. Tap this to deactivate the widget.

Getting the perfect finish.

All the latest gadgets and accessories to refine your device and improve usability. Oh, and look great.

It doesn't take a seasoned iOS user to realise that there are hundreds of accessories out there to enhance your iPad experience. While items like cases are staple accessories that every user should own, the extent of what's actually available goes far beyond that.

Bluetooth and NFC speakers are becoming increasingly common and bring pitch-perfect sounds throughout your day, while external lenses offer a new way to make your iPad photography really stand out from the crowd. Then there's a myriad of new storage devices which are not

only cheap, but offer an easy way to free up your device's internal storage. And never forget the trusty stylus, which can make sketching on your smartphone a completely plausible task. This guide will take you through the essential iPad add-ons that you should be buying in 2016.

Wireless keyboard
Microsoft Universal Keyboard • www.microsoft.com • £80/$80

Even though users can download and use third-party keyboards on their iPads, typing on the small screen is not recommended for any more than a quick text. Missed letters, auto-correct selecting the wrong word and missed spaces are just a few of the issues iPad users face. The Microsoft Universal Keyboard offers a full QWERTY configured keyboard that's portable enough to be carried around, while connecting to any iPad via Bluetooth. There's enough space between keys to make typing feel great, while the rubberised base stops the keyboard from sliding all over the place. What's even more impressive – and the main reason we recommend it above other keyboards – is that it's compatible with every document creation tool available for iOS.

Detachable camera lens
Olloclip 4-in-1 lens • www.olloclip.com • £70/$80

Thanks to the rise of apps like Instagram, taking and sharing photos is big business. As iPad users we have access to some fantastic technology for taking high quality images, but there's always room for improvement. The Olloclip 4-in-1 Lens is an attachable clip that uses a variety of lenses to alter and improve the image quality from your iPad camera. Each different lens style will add something new to your photography, and after a bit of playing around, you'll find the best lens that works with the style of images you like to take, but it does take a little time to find this perfect combination. Trust us when we say you'll become an Instagram power-user if you use the Olloclip lens – it simply is that good.

Over-ear headphones

CarbonCans • www.angleandcurve.com • £119/$150

With the launch of Apple Music and the continued supremacy of iTunes for purchasing and storing music, you'll want to make sure that you've got the perfect headphones to match. While investing in a pair of wireless headphones is without doubt a viable solution, our top pick for 2016 has to be the CarbonCans. They are one of the few sets of headphones that truly offer a full spectrum sound experience, no matter what frequency range your chosen track utilises. They provide ample support for bass-heavy tracks, while picking out the softest of sounds from your favourite acoustic session. The addition of a foldable design only adds to the list of why they should be your next audio purchase.

Stylus

Jot Mini • www.adonit.com • £20/$20

One of the key benefits to using a stylus on your iPad is that they can be helpful in increasing your typing speeds, or in some cases be an essential sketching tool if you like to use apps like Evernote. Adonit has long been the staple manufacturer of styluses, and their Jot Mini is a great choice for iPad users. Its lightweight chassis makes it very portable and the soft nib offers great control and precision in the task you choose. The price will also undoubtedly appeal to many potential buyers, but while it's very cheap, it includes all the design and build quality you'd expect from a pricier model. Although this doesn't quite offer the same precision as the Apple Pencil, which is designed for use with the iPad Pro, it is nevertheless a worthwhile alternative that is also considerably cheaper.

Portable charger
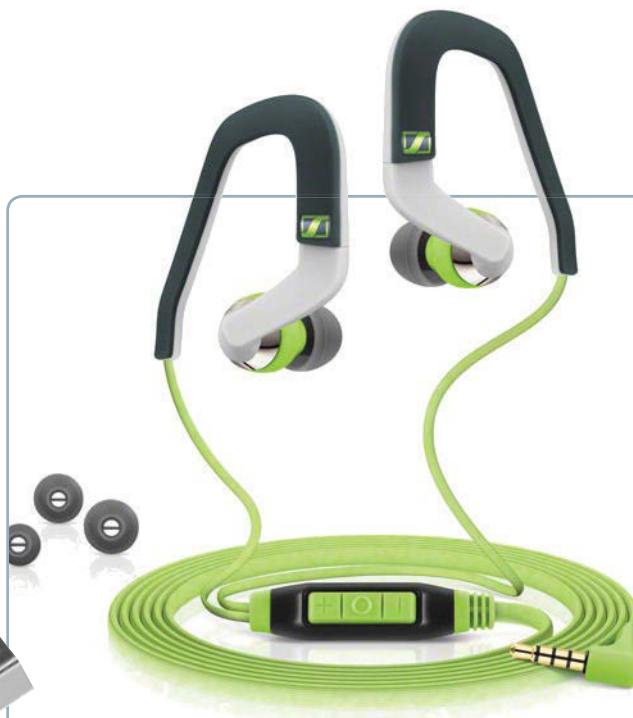
Sneaker Bank • www.xsories.com • £60/$70

Compared to many other leading smartphone manufacturers, Apple has done a good job at making the iPad one of the least battery-intensive devices on the market. It still doesn't mean that you shouldn't prepare for an occasion when you may not have a charger to hand. One of the key benefits of purchasing a portable charger is that they can be used no matter where you are, and most will fully charge your iPad in just a couple of hours. The aptly named Sneaker Bank includes a massive 4200mAh battery in its attractive shell. You'll be able to charge your iPad six or seven times before needing to give the power bank it's own power boost. If you own multiple Apple devices, you can charge them simultaneously.

Portable storage

Leef iBridge • www.leefco.com • £70/$80

Unless you spent hundreds of pounds on an iPad with larger storage, chances are you're going to be fairly limited in terms of storage. With everything from movies, games, apps and music taking up your device's memory, it's important to explore alternative options. The Leef iBridge is a miniscule portable storage solution that plugs directly into your iPad's lightning port. Once set up, every user can then transfer large files across to it as a way to free up their own internal storage. As you'd expect, it can be used across multiple devices and is thin enough to not protrude from the rear of your device. There are also variants of the iBridge to decide between, each of which offers different amounts of storage. Obviously the one you choose will be purely based on how much media downloading you do on your device.

In-ear headphones

Sennheiser OCX 686i • www.sennheiser.com • £80/$132

Picking the right pair of in-ear headphones is hard. You need to consider how comfortable they are, how robust their build quality is and how long the trailing cable is. One of the reasons we recommend the Sennheiser OCX 686i in-ear headphones is that they not only cater for all the above, but also offer amazing sound clarity. Despite their size, they're best suited for bass-heavy tracks – predominantly as they're aimed at the sports and fitness market. Admittedly this is less relevant on your iPad – we wouldn't recommend running with it! If you want earphones that will fit in your bag while providing superior sound quality, these are a great option. Cheaper in-ear headphones are plentiful, but spending a little more on these is worth it.

Bluetooth speaker

Ruark R1 MK3 • www.ruarkaudio.com • £199/$299

Arguably the one area where there's the most competition for your hard-earned cash is the Bluetooth speakers market. They come in all shapes and sizes, include different audio technologies and offer plenty of additional features that you may never even find a real use for. The Ruark R1 MK3 takes it all back to basics in fine fashion. Without doubt the main selling point is its stunning design – and we mean stunning. The wood finish not only adds an aesthetic twist to the classic Bluetooth speaker design, but it also helps amplify the sound through it – even if it does mean the speaker isn't very portable. For the audiophiles out there, the enclosed 3.5" high-fidelity speaker does a great job at offering a truly balanced sound, especially if you place the speaker in an open space. Don't forget that the R1 MK3 also doubles up as a DAB radio, which is useful if streaming music isn't your thing.

Cases iPad Air Smart Cover • www.apple.com • £29.99/$39.99

When you invest in an iPad, you're investing in a product that's built to withstand the general wear and tear of everyday life. Unfortunately, that doesn't count for much when your device takes a significant bump, so a case is without doubt the one accessory you simply can't live without. One of the reasons why we love Apple's Smart Covers is because they offer screen protection should your device take a knock but also mean that your iPad fires up and is ready for action as soon as your swipe the magnetically-attached cover back. They also come in a variety of eye-catching colours and double-up as stands thanks to their clever folding mechanics. Other cases are, of course, available, but these bad boys will forever be our true loves when it comes to protection.

Gaming headset

SteelSeries Siberia V3 • www.steelseries.com • £80/$100

Due to the graphical capabilities of the latest iPads, the games that appear on iTunes are slowly bridging the gap with console counterparts. So much so, that one of the newest wave of accessories to hit the market are gaming headsets. These specialised headsets offer a fantastic way to fully immerse yourself with your favourite titles, while many include retractable microphones so that you can partake in a spot of multiplayer action. The SteelSeries Siberia V3 headset looks to encompass noise-cancelling technology along with twin drivers to provide a quality audio experience. While it may look bulky, the size and padding on each side mean it's comfortable to wear for long periods of time and can also be used with multiple devices – including any Mac and PC.

Rugged speaker

Fugoo Style XL • www.fugoo.com • £146/$280

While we've previously discussed Bluetooth speakers that are ideal to keep in your home, namely the Ruark R1 MK3, it's also important to point out there are multiple options available when it comes to rugged Bluetooth speakers. The Fugoo Style XL is a great example of this. When looking at a rugged speaker, one of the key elements you need to consider is just how robust it is. Due to the thick casing of the Style XL, there's a nice protective layer all around the fascia of the speaker, with the front grille also being fairly adept at keeping the audio driver away from any potential damage while in transit. This is a speaker that also offers significant volume levels, so it should be your go-to choice if you need something to entertain the whole family while on holiday.

Protect your iPad mini.

1

2

I f there's one item every iPad owner buys after (or even, with) their new tablet, it's a case. The fear of dropping your iPad combined with the desire to stand it up and binge-watch Netflix is just too strong. But which one to choose, and which price-point to go for? With Apple making their own cases and a raft of third-party manufacturers to pick from, the search can be a mammoth task. To help relieve you of this unnecessary stress, we've reviewed ten of the best iPad mini 3 cases for you. While these are made for the mini 3, their manufacturers do make cases for all models. Thank us after your Bojack Horseman marathon.

1: Cool Bananas Envelope
£19.99/$30.99 ● http://shop.cool-bananas.de

Envelope cases are often a mixed bag when it comes to offering protection, but this one from Cool Bananas is definitely one of the best we've seen. The iPad mini 3 fits snugly into the case and the soft inner lining helps to keep scratches from appearing when you remove the iPad. It can be a tight fit at first, which you'd expect from any leather-based product, but the added thickness of the envelope does offer fantastic protection. If you can make do without a stand, this is the case to get.

★★★★★

2: Zenus Neo Classic
£34.99/$53.99 ● www.zenuscase.net

Out of all the cases we tested here, the Zenus Neo offers the most stable stand of the bunch. The rest of the case is a bit hit and miss, with the leather styled effect used looking good, but feeling a bit too plastic in our hands. Although all ports have been catered for, there are a lot of gaps that aren't covered, and we'd be a bit dubious at just how much impact the case would take. We applaud the smart style of this case-and-stand combo, but the limited protection leaves us with doubts.

★★★☆☆

3

"With a raft of third-party manufacturers, the search can be a mammoth task"

3: Twelve South BookBook
£55.00/$83.99 ● www.twelvesouth.com

Looking past the eccentric design of the BookBook reveals a fairly familiar style. It can be a struggle getting the iPad into the sleeve, due to the material having very little flex. However, when in place, you won't feel the device move an inch. You'll also find added comfort from the zip casing, which will stop the iPad from falling out unexpectedly. Its quirky design will please some, but the thinness of the case and the difficulty getting the iPad in place are issues that need to be resolved.

★★★⯪★

4: ColcaSac Chevron
£19.99/$29.95 ● www.colcasac.com

The first thing you'll notice about the ColcaSac Chevron is the cushioned wool lining that sits within. Not only does it add a nice aesthetic touch, but it also provides a decent level of protection for most minor drops and potential scuffs. The front pouch is a handy addition to store your charging cable, but we're not totally sold on the Velcro strap used to fasten the sack together as it doesn't have the same security as a classic button, or magnetic fastener. Small issues aside, this is a great looking and highly useful sack for your iPad.

★★★★☆

5: Noreve Tradition B
£49.99/$76.99 ● www.noreve.com

While the Noreve Tradition B demands a slightly higher price tag than most, you are paying for a high-quality product. Ports have been expertly catered for and the genuine leather feels lovely, while it doesn't skimp on protection either. The front cover of the case can be used as a stand, but it's the added cushioned sections that will be most beneficial to users, as it does a great job of keeping the screen completely scuff-free. There's a lot to like in the Tradition B, best used for those who don't mind paying a little extra.

★★★★★

6: Cygnett FlexiGel
£12.99/$19.99 ● www.cygnett.com

Due to the flexible nature of the gel case, both attaching and detaching the case to the iPad mini 3 is really easy. The added bonus of raised edges will help keep any scuffs and marks from the screen, but it lacks the coverage we've seen from some of the others in the test. It does have the bonus of being incredibly lightweight, however, and while it feels good in the hand, the glossy finish of the case can make your palms feel a little sweaty over prolonged use. It's undoubtedly a convenient and lightweight case, but it does have its faults.

★★★⯪★

Our special thanks to **MobileFun.co.uk** for supplying all the cases.

Fort iPad.

All the measures available to lock down sensitive data, protecting you from prying eyes.

As your iPad is akin to a mobile computer that is packed full of personal, sensitive information, it is only natural that you should want to protect that data – especially as the device itself is small enough to misplace. Thankfully there are a great many security measures available that you can put in place to protect your data in the short term and the long term. Such security measures include assigning a simple passcode to lock your device when it's not in use, to being a lot more vigilant when it comes to granting apps permission to access various features of your iPad.

By reviewing the various options that are available to help secure your device and taking the time out to understand what each one does and the level of protection it offers, you really can greatly enhance the chances of protecting all of your personal information and sensitive data on the device in the unfortunate event of your iPad getting lost, stolen or even being hijacked wirelessly by unscrupulous cybercriminals.

"There are a great many security measures that you can put in place"

You'll be amazed at how much information is stored on your device and how much is conveyed to the various apps and services in different ways. Location Services, for example use GPS, Bluetooth and crowd-sourced Wi-Fi hotspot and mobile phone mast locations to determine your approximate location, before beaming it to various apps and services in order for them to work more efficiently. But if you don't want anyone to know your location then you can take simple steps in order to sever this level of communication.

Over the following pages, we will be giving you an overview of iPad security, and hopefully help you to become more safety conscious when it comes to protecting your device and the information contained within.

Assign a passcode
This is rule number one of owning any mobile device, as the first line of defence against the prying eyes that threaten

"Create a code that is a combination of letters, digits and symbols"
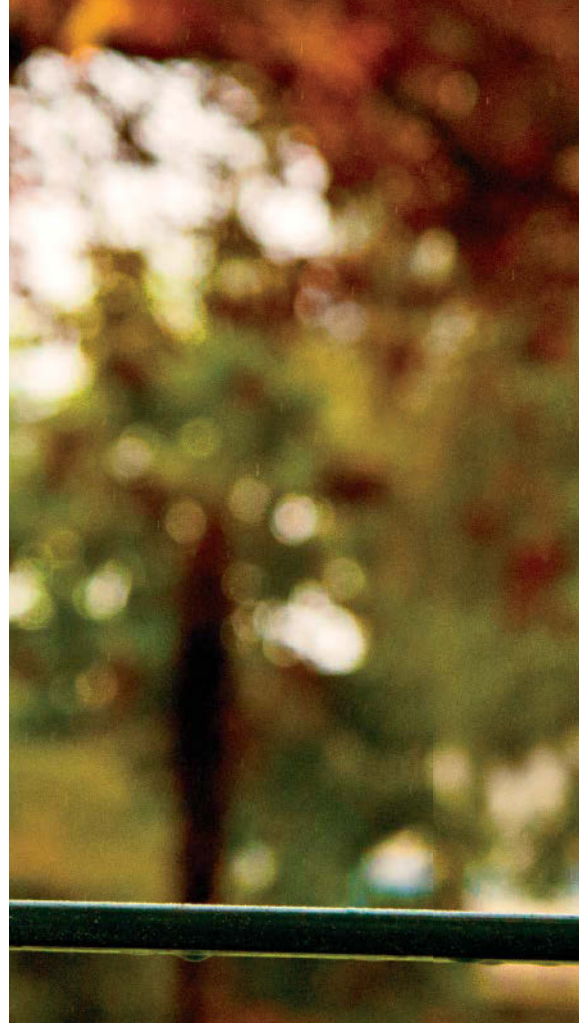
to breach the security of your device. Installing a passcode means that once you have finished using your device and you either press the Power button to switch to stand-by mode or your screen locks after a predetermined duration of inactivity, you will be required to enter a specific code in order to unlock the screen and start using the iPad again.

You can set up a passcode by going to Settings>Passcode, turning the Passcode feature on and then assigning a code. By default this will be a simple four-digit passcode, but if you fancy heightening the security further, you can tap on the 'Change Passcode' option and then, when you're prompted to enter your new code, tap 'Passcode Options' and choose from a Custome Alphanumeric Code, Custom Numeric Code or 6-Digit Numeric Code. With the first option you can then use letters and numbers to create something

longer and altogether more secure. Once a passcode has been put in place, you can explore the rest of the Passcode settings to determine when the need to enter the code comes into effect (as in the period of inactivity that needs to elapse) and which services can or cannot be accessed when your device is locked.

When setting up passcode protection for your device, it is best to create a code that comprises a combination of letters, digits and symbols as these codes will be much harder to guess and crack. It is also best to set the 'Require Passcode' option to 'Immediately' because if you set this option to five minutes or even one minute, then leave your device unattended, someone else has a window – however narrow – to steal in and access your device before it locks.

If anyone does get their hands on your iPad with a passcode set, they will

Complex passcodes decoded

01: Go to Passcode settings
In Settings, go to the Passcode settings and turn the Passcode option on. By default, the passcode is a simple four-digit code, but you can change it for something more complex featuring letters and numbers for extra security if you wish. Your will have three options – Custom Alphanumeric, Custom Numeric and 6-Digit Numeric.
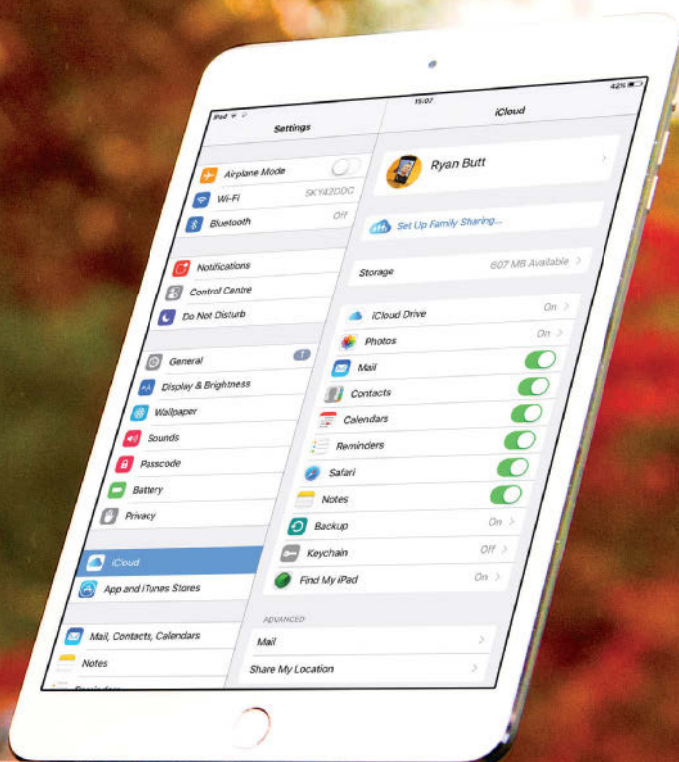

02: Change the Passcode
On the main Passcode settings screen you will see the 'Change Passcode' option. Tap this and then enter your simple passcode again, then when prompted to enter a new passcode, tap on 'Passcode Options' and you will be able to choose one of the three options. Select the 'Custom Alphanumeric Code' option.

03: Create a complex passcode
You will now be able to enter a much longer, more complex passcode using letters, numbers – any key or symbol that is accessible through your keyboard, in fact. Enter your new code twice to confirm and it will be set in place, providing and sizeable hike in the security of your device. Just make sure you remember it.

Turn off Lock screen notifications

It's all well and good setting up a passcode to protect your data, but this won't prevent sensitive information from being revealed in the form of messages and emails flashing up on your Lock screen unless you take the necessary precautions to censor them. The most drastic way is to go to Settings>Passcode and then turn off Notifications View in the 'Allow access when locked' settings. This will simply prevent notifications from being displayed on your Lock screen. Alternatively, go to Settings>Notifications and select things like Messages and Mail – anything that may divulge info you wish to protect. Now either turn off the 'Show on Lock Screen' option for each one or, at the very least, turn off the 'Show Previews' option further down the page. Doing this will show the notification that you have new mail or messages, but not reveal any of the text within them. This will stop any sensitive information being seen by other people.

probably try to crack the code – good, let them attempt it. If they fail after ten attempts you can set it so that your device erases all of its contents, meaning that the person who has it will never be able to access your data.

Of course, if the person trying to crack the code is you, having forgotten it, all is not lost. You can simply restore the erased data from one of your previous backups.

Don't give anything away

We all like to stay informed when we receive an important email or text message, but no passcode, however strong, will prevent sensitive data from being revealed if it appears on your device's Lock screen. This is why it is important to censor what is displayed to ensure that nothing, including appointments, financial information or other sensitive data, is revealed to others without you realising it.

There are a couple of ways to do this, from determining what can be accessed when your device is locked through the Passcode Lock settings, to going to the Notifications settings and tailoring each individual app that sends out notifications. You can ensure these apps either don't

appear on your Lock screen at all or, if they do, that none of the actual text of an email or message is displayed (see the 'Turn off Lock screen notifications' box for more information on this).

Something else to be aware of is Siri, your iPad's personal assistant. As you know, you can ask Siri anything but, bizarrely, the Siri on your own personal device isn't programmed to respond to your voice and your voice alone – anyone can command it. Obviously this presents a potential weakness in your iPad's security, so certain steps must be taken to gag Siri. It isn't necessary to turn the feature off completely, but your device will be much more secure if you prevent Siri from being accessible from your Lock screen (under the 'Allow access when locked' settings within the Passcode settings screen) and disable the 'Hey Siri' voice command to wake the service (which you can do by going to Settings>General>Siri). So, however helpful Siri can be, taking these steps to silence the service in certain conditions can go a long way to preventing other people from extracting information from your device using Siri. Once the device is unlocked with your passcode, Siri will work as normal.

How to reset your iPad

If the time has come to replace your iPad with a newer model and perhaps pass your older model onto another family member or sell it to someone else, you will no doubt wish to protect the contents of your device from whoever inherits it. This may entail erasing all of your old data and settings so that they can't be accessed by anyone else. To do this, go to Settings, tap on the 'General' section, then scroll all the way down to the bottom to see the 'Reset' option. If you tap on this, the following screen will present a list of different options, including 'Reset All Settings' and 'Erase All Content and Settings'. The latter option is ideal if you are getting rid of your iPad as it will essentially wipe it clean and revert it back to factory settings. This means that as soon as the new owner switches the device on, they will be presented with the Setup Assistant and invited to set the device up from scratch. The set-up process only takes a few minutes, after which the device will be clean and good to go.

Restrict your iCloud

You may have been aware of security breaches a little while ago affecting the celebrity circuits in which certain unsavoury pictures of celebrities surfaced in the public domain without their owners' knowledge or consent. The problem arose from a misuse or limited understanding with regards to what iCloud is and does. As such, if you have a sensitive image on your iPad that you would like to remove then simply deleting it from your device doesn't really solve the problem, because these days all of your personal, sensitive information is backed up and stored in our own personal iCloud.

The sort of information that gets synced to iCloud regularly includes messages, emails, notes, contacts and photos, and although you can then delete the local versions of these files off of your device, once they have been synced to the cloud they will stay there, which could be problematic. Unless you specify otherwise, everything gets synced to your iCloud automatically, so you may wish to explore your iCloud settings and then start putting restrictions on what does and doesn't get synced. Go to Settings>iCloud and then review which apps and services sync to iCloud – the full list will be revealed on the iCloud settings page. Simply move the slider to the 'Off' position for the apps and services that you don't want synced, or tap on the services that have a greater array of options available, such as Photos, and tweak the individual settings to suit your needs.

Do you trust every Wi-Fi network?

As you may be aware, there is a feature on your iPad that allows you to automatically connect to known Wi-Fi networks, simply by moving into range. This can be useful

"You may wish to explore your iCloud settings and put restrictions on syncing"

as you don't need to lift a finger to switch between your mobile network and the Wi-Fi network, but can also be a hindrance because there is a small chance that cybercriminal activity may be at play to establish a fake wireless network with the same name as a trusted public hotspot. As such, your iPad may be left wide open to getting wirelessly hacked and all of your sensitive data stolen without you realising it. To combat this unforeseen threat, go to your Wi-Fi settings and turn on the 'Ask to Join Networks' option.
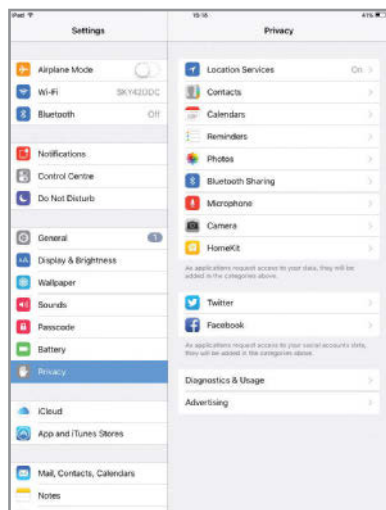
Another option is a Virtual Private Network (VPN). A VPN can provide extra security for wireless networks and will encrypt all incoming and outgoing data, although in some cases you may have to pay for the privilege. To set up and connect to a VPN, go to Settings> General>VPN and then tap on the 'Add VPN Configuration' option.

Reject cookies

Cookies are small files generated by websites and stored on your device that may contain personal information, information about your device and

Restrict which apps use your info

01: Go to Privacy settings
While in Settings, tap on Privacy and all of the services on your iPad that store information about you will be listed. Tap on one of the services to get a list of apps that are currently granted permission to access the information. You will usually be asked to grant access to apps that require certain information to function properly.

02: Access denied
If you no longer want certain apps to access the respective information about you then tap on the app or service and then you simply have to move the slider to the 'Off' position. As this will then limit the effectiveness of the app, you should consider deleting it altogether and freeing up some much-needed space.

03: Diagnostics & Usage
Scroll down to the bottom of the Privacy settings page and you will see the 'Diagnostics & Usage' option. By default, information on how you use your device will be sent to Apple to help improve its services. Select the 'Don't Send' option. Also, tap on 'Advertising' and then turn on the 'Limit Ad Tracking' option.

iPad self-erasing

One of the most simple security measures that you can put in place to safeguard your important data in the event of your iPad getting lost or stolen is to make it erase all of the data after ten attempts to crack the passcode. To enable this, go to Settings>Passcode and then scroll down to see Erase Data. You will be asked if you are sure that you wish to activate this feature, so tap to confirm.

general preferences. This information is used by the website to keep you logged in (thus aiding convenience) and tailor other information and services (such as pop-up ads) to be relevant to you. If this information falls into the wrong hands, however, then it could be costly to your security. You can block cookies by going to Settings> Safari>Block Cookies and then choosing the 'Always Block' option.

While in the Safari settings, you should also activate the 'Do Not Track' option to ensure that websites can't track you and use information that you divulge for advertising means. And on a related note, if you go to the Privacy settings and scroll down to the bottom of the screen you will find the 'Advertising' option. This relates to Apple's advertising partners serving you targeted ads through apps and other services based on your interests and habits (which are tracked by your device). If you turn on the 'Limit Ad Tracking' option then these partners will not be able to provide relevant apps. Though not a breach of security, 'tracking' is, quite frankly, scary and we would encourage all severing of it at any opportunity!

Location Services explained

01: Granting access
Go to Settings>Privacy> Location Services and then tap on the name of each app to grant or deny it access to your location information. Simply tick an option from the list.

02: Deny all
You can prevent all apps and services from tracking your location by turning off the 'Location Services' option. Simply flick the slider and all information will be severed.

03: System services
Scroll down and tap on the System Services option to grant or limit which of the iPad's built-in features and services can use your location. Again, move the slider to the off position.

04: Enable the icon
If you scroll down and enable the 'Status Bar Icon' option then you will get a visual heads-up in the status bar when your location is being tracked. But this can be power drain.

Third-party security boost.

It's one thing tweaking your settings to deter pickpockets. It's another protecting yourself from viruses and cybercriminals.

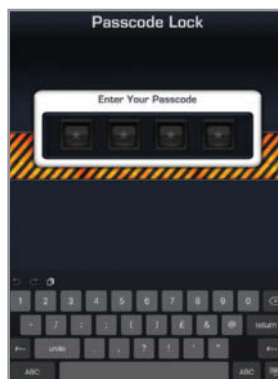### Lookout – Backup, Security and Missing Device

This app has useful extras. For example, the iPad can send its location just before the battery dies. In the Premium version of the app it can also alert you if a thief removes the SIM card, if your device happens to carry one.

Kaspersky Safe Browser

Kaspersky is a leading antivirus company and this browser for iOS devices can be used as an alternative for Safari. It is designed to be safer and detects malicious and fraudulent sites. You can also configure it to block undesirable content from polluting your iPad as well.

Best Phone Security

Don't bee fooled by the name, this app works on iPAd too. The app enables you to set an alarm that is triggered when someone picks up the device. The idea is that you run the app before putting the device down on the desk or table. If a thief tries to steal it, the alarm is sounded.

AVG Business SSO

This app provides access to your other applications using one, secure, authenticated password to start the day. You can also use it as a means of segragating your work and business apps from the others to help keep your work and personal life nicely separate. Which is never a bad thing.

F-Secure SAFE for Smartphone and Tablet

F-Secure has developed a browser that can be used instead of Safari on the iPad. It offers more security and other features, like parental controls as well as a private browse mode. It provides all of the tools you need to surf the web responsibly.

LastPass

Use the app to store login details, credit card details, PIN numbers and security questions on any device, from iPads to PCs. It can be used to store notes too (such as Wi-Fi passwords and other assorted codes), and everything is encrypted and password protected.

iVault

The official name is actually iVault – Keep Private Photo.s & Personalk Video.s Vault Safe, but that's just shocking. The Photos app on the iPad is good, but it stores shots where anyone who gets hold of your device can view them. This app lets you protect them with a password.

Unlimited Free VPN by betternet

Websites, advertisers and other online services can tell where in the world you are, but you might not want people to know this. A VPN lets you hide your location and pretend to be elsewhere. This app makes it easy to set up and use VPNs.

Your family, protected.

Tailor settings to limit your children's access to harmful material. Without limiting their horizons.

If a child in your family has just acquired their first iPad – be it new or a hand-me-down as a result of an in-house upgrade – it can be slightly scary placing all that power and technology in their young hands. As useful and life-enhancing as iPads can undoubtedly be, they can also be misused, opening the gateway for all manner of unwanted attention and info-sharing to occur.

Mercifully, as the responsible adult, you can have complete control over all the apps and services that your child has access to. You can also put all manner of restrictions in place to ensure that the wrong apps aren't bought and

downloaded, the wrong content accessed and watched, and the wrong information shared with others online. It goes without saying that all children should be taught how to use social networks responsibly, but as an additional safety net you are also able to tailor which apps and services are able to access the installed social networking accounts.

If you also want to keep a tighter reign on the family's purse strings, the Family Sharing feature is a great way to monitor and authorise purchases that connected family members wish to make, as well as share content and apps that have already been purchased within the household

with everyone to prevent needless spending on duplicates. And if you're playing disciplinarian and trying to keep your kids focused on completing their homework, Guided Access is on hand to lock out all off-task distractions and lock them into using one specific app for the purpose. We'll look into all of these features and more here as we help you understand and execute the many ways you can protect your family with iPad.

Putting restrictions in place
It's not that you don't trust the child to use the iPad responsibly, but of course there are some apps and services that you

wouldn't want them to use, or don't think they need to use. And you certainly don't want them accessing adult-rated content in the form of movies, TV shows, books or apps. Then there's web content, which is a whole other can of worms…

With the iPad's built-in Restrictions options, you can place pretty much any area of the iPad out of bounds and rest safe in the knowledge that your children can't be corrupted by dodgy content through their iPads.
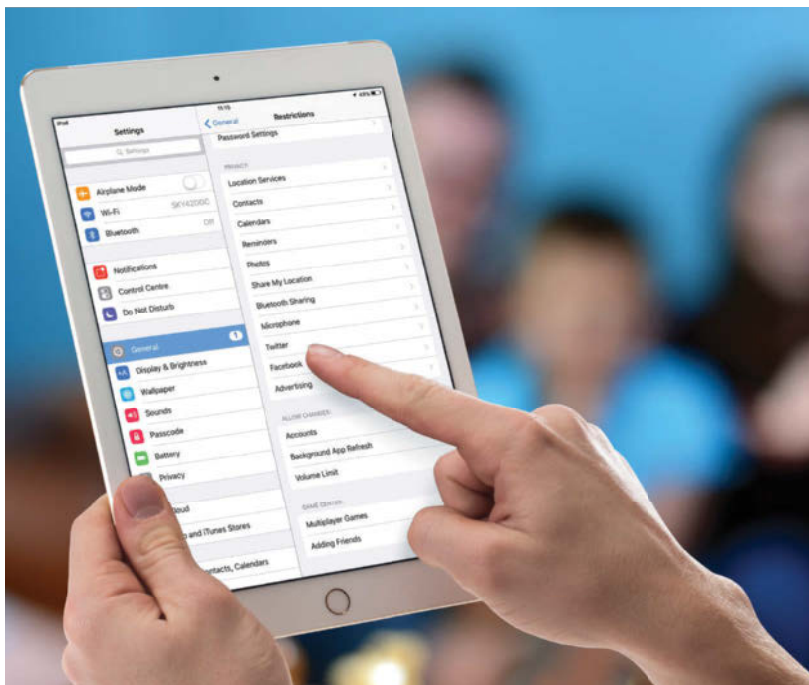
To get started putting restrictions in place, go to Settings, then General and scroll down until you reach the Restrictions section. First you will need to enable Restrictions by moving the slider, after which you will need to key in a four-digit passcode to ensure that none of the restrictions are lifted without your consent. You will now be able to limit access to many of the iPad's key apps and services by scrolling through the list and turning off any that you don't want your child to use, such as all of the various iTunes content and the dreaded In-App Purchases.

In-app purchases, although a lot more restricted these days in general (in the sense that a password is required), can still be triggered inadvertently by young children if in-app pop-ups appear to flag up extra paid-for content and they are hit without realising it. So being able to disable the option entirely is most definitely a good thing, consigning those once all-too-common 'My son spent £10,000 on Candy Crush Saga' headlines to history.

If you scroll further down the Restrictions page you will see further sections dedicated to Allow Content, Privacy, Allow Changes and Game Center. It is well worth fully exploring the 'Allowed Content' section, as it is here that you can restrict access to and viewing of inappropriate material. By tapping on the various categories, such as Music, Podcasts and iTunes U, Movies, Books and Apps, you can prevent explicit content from being accessed and select the age rating of the content that can be downloaded. This section also extends to Siri, who won't allow inappropriate content to be accessed through its service. Perhaps most importantly of all, web content is filtered to protect children.

"With the built-in Restrictions options, you can place any area out of bounds"

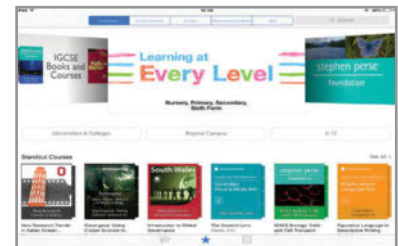## Great apps designed for families

Angry Birds 2
Another hearty dose of pig-bothering, structure-harming projectile mayhem that all of the family can compete in and enjoy.
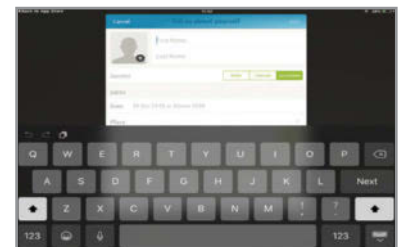

Paint
A great app for channelling your child's creativity (and adult doodling), it provides a wealth of tools and embellishments.
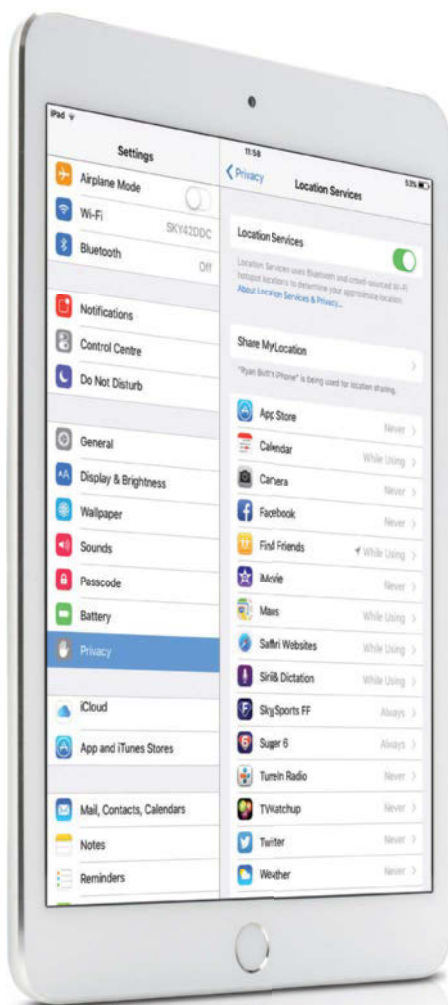

iTunes U
A free download from Apple, iTunes U provides a wealth of online study aids to help with your child's educational needs.

Ancestry
What could be a more wholesome family pursuit than finding out more about your family? This app provides all the tools.

It is ridiculously easy to stumble across the wrong type of content while surfing the web, and so, through the Websites section, you can place a blanket ban on all adult websites, grant access to pre-approved websites and disallow certain websites from being accessed full stop. You can be as vigilant as you like in determining what your children can and can't access online, which is most certainly a blessing.

The 'Privacy' section lists all of the features and services that can be shared or accessed by other apps. By tapping on each individual category you can see which third-party apps and services have been granted access to the user. Tailor these privileges accordingly and then tap the 'Don't Allow Changes' option to lock them in place. The dedicated 'Allow Changes' section further down the Restrictions screen works in exactly the same way, although it is focused on very specific aspects of the iPad, such as Accounts and Volume Limit.

Finally there is the Game Center section. As online gaming is a massive craze, especially with younger gamers, you have to decide whether you want them communicating with other people through the online forums. In this section you can deny access to all online multiplayer games and prevent the child from being able to add friends through the Game Center service. After all, if they are befriended by someone unsavoury, then that is a whole new avenue of communication through the Game Center app that you can sever in order to protect your child.

Family Sharing

A recent addition to iOS, Family Sharing makes it possible for family members to share their iTunes, iBooks and App Store purchases. What this means is that multiple family members aren't paying out for the same apps, songs, movies and suchlike and wasting money, but also that the responsible adults who set up and organise Family Sharing get the final word on what is downloaded and can authorise or deny purchases that their children wish to make, as everything is purchased from the same credit card. There are many additional benefits to Family Sharing too.
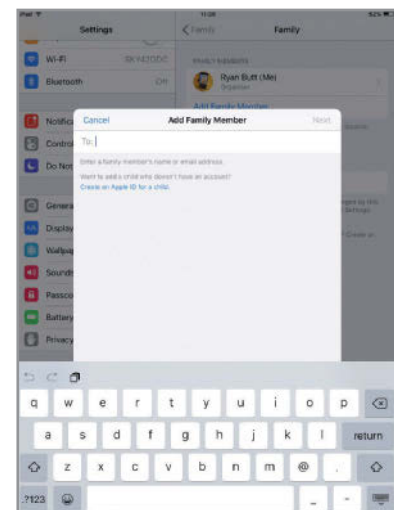
Enabling the Family Sharing facility

01: Navigate to Family Sharing
Go to Settings>iCloud and at the top of the screen you will see the Set Up Family Sharing option. Tap this, then tap on the 'Get Started' link and you will be able to read up on what Family Sharing is before tapping on the option to continue. Ensure your payment details are correct.

02: Share your location
Family Sharing also involves sharing your location with connected family members. This works for all connected family members so that you will be able to see the location of your loved ones on a map and essentially know where they are at all times. Tap the 'Share Location' option.

03: Invite family members
Now tap on 'Add Family Member' and insert the name or email address. Invitations to join your Family Sharing network will be sent to the respective members. Once they've accepted, they will be added to the list of family members and you can start sharing content.

For example, photos can be shared around the family of a recent holiday and you can set up a calendar that the whole family can access, to include all shared and individual events and appointments.

Up to six people can be connected to Family Sharing and you don't have to use an iPad yourself to set it up and authorise what is bought as you can do it through your Mac running OS X Yosemite (or later) or PC running iCloud for Windows. Once you've set up Family Sharing, all previously purchased content, including songs, albums, movies, books and apps will instantly become available for every connected family member to download. This includes the collections of other family members who have been connected, not just the main organiser's, and if you want to keep some purchases off-limits then you can choose to hide individual items.

Another significant aspect of family safety is knowing where your children are at all times, which is also made possible through Family Sharing. You can share your location with everyone in your family, and likewise the location of your family members can be monitored through the Find My iPad or Find My Friends services (the latter is an Apple app that you can download for free from the App Store). If your children are too young to have their own Apple ID (the minimum age is 13), you

"Adults who set up Family Sharing get the final word on what is downloaded"

can create one for them within the Family Sharing settings and use that to control what they have access to.

Family Sharing is a very useful service for helping ensure the safety of your family members and should definitely be explored by every responsible adult who wants to keep a tighter reign on things like online spending.

Guided Access

With so many apparent distractions on an iPad, it can be hard to keep children's attention on a particular task, such as homework. There are many great educational apps out there and, indeed, some great built-in features that can help with homework, such as the Calculator app. Guided Access is designed to lock out distractions and limit user access to the iPad to the task in hand.

It works by temporarily restricting the iPad to a single app and disabling areas of the screen that aren't relevant to a task or areas where accidental gestures may cause distractions. Go to Settings> General>Accessibility, and then scroll down to the Learning section to access

the feature. Once Guided Access has been enabled, you can set up a password to disable the feature once the task has been completed. You can even impose time limits to the apps that they are accessing. Also, by enabling the Accessibility shortcut you will be able to triple-click the Home button while Guided Access is enabled to access the settings.

To start Guided Access, simply launch the app you wish to limit your child's attention to and then press the Home button three times (if you enabled the shortcut in the settings you will be able to access the Guided Access options at this point, if not the Guided Access will kick straight in and the child won't be able to quit out of the app and access other apps and services). Once their task has been finished, triple-click the Home button again and enter the passcode you put in place earlier. Now just tap the 'End' option in the top-left corner of the screen to end the session.
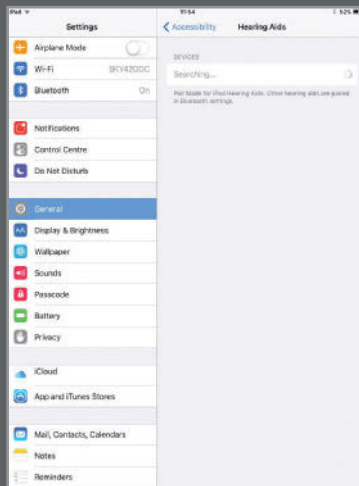
If you child has special needs, it is also well worth exploring the other Accessibility options within the General settings, as you will be able to tailor

Catering to special needs

01: Accessibility options
Go to Settings>General and select the Accessibility option. Here you will find a range of settings that apply to vision, hearing and general interaction. For example, if your child is visually impaired you can turn on VoiceOver to make the iPad speak commands and selections. You will also find options to make the text bigger and much more.
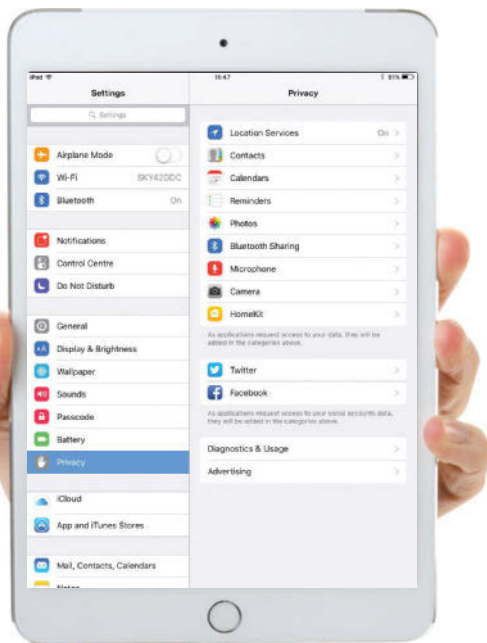
02: Tailoring the options
In the Hearing section you can connect to a child's hearing aid via Bluetooth. You can also enable subtitles and captioning for played media and turn on Audio Descriptions so that your child will be able to hear descriptions of action action read out to ensure that they know exactly what they are doing with the device. It's highly flexible to any needs.

03: Interaction controls
In the Interaction section you can turn on useful options such as AssistiveTouch. This will make a new icon on whichever screen you are on that, when pressed, will bring up a floating window of apps and services, thus making it easy to access your iPad essentials. Featured options include Siri, Control Center and various device settings.

the iPad's setup to help with visual and hearing impairments as well as general interaction and control. It appears that there is nothing the iPad can't do to become easier for all to use.

Other ways to protect your family
As the Settings app is where you can modify all aspects of your iPad, it is well worth exploring the many other options available to see how you can better protect your family. We cover some of these elsewhere, such as restricting which apps are allowed to access your material, but some are perhaps aren't as apparent as others.

Make a point of accessing the Privacy settings because here you can access Location Services, which use GPS, Bluetooth, Wi-Fi hotspots and mobile phone masts to determine your iPad's approximate location. Many apps rely on knowing your location to work efficiently, but do they really need it? In the Location
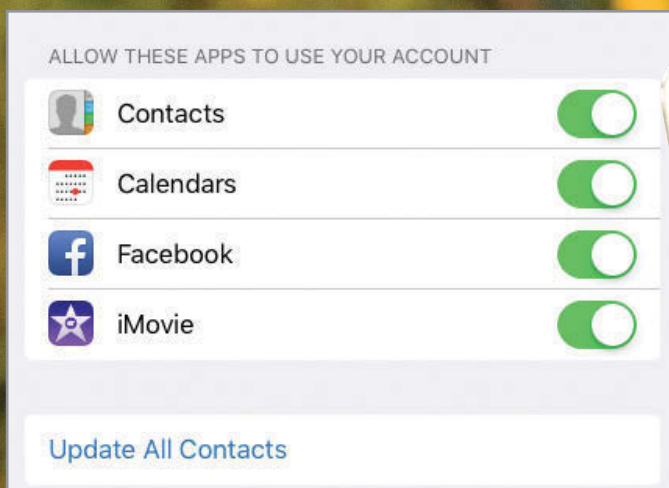
Services settings you can review the entire list of apps that use locational data and deny all access if you like. If you then tap on the System Services section you can also view a full list of the services iOS employs and disable any that you or – more importantly – your children don't need, such as Location-Based iAds.

You should also make a point of ensuring that the Find My iPad feature in the iCloud settings is enabled on all of the devices in your household, as this will help you find any misplaced devices and keep you informed with the approximate whereabouts of your children when they aren't at home.

Once you have taken all of this information on board and taken time to tweak the options of the iPads belonging to your family members, you can have peace of mind that you have done everything within your power to help protect them from sinister outside forces and ensure that they can continue to use their devices responsibly.
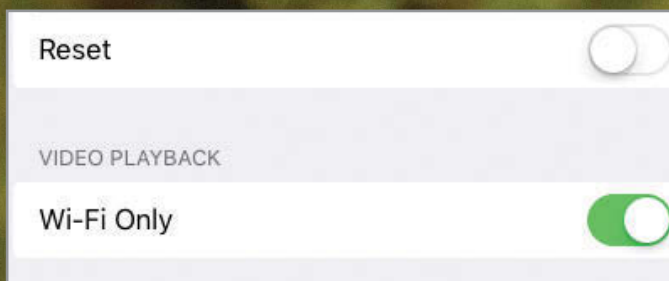
Your child's iPad.

Children's online safety is a minefield.
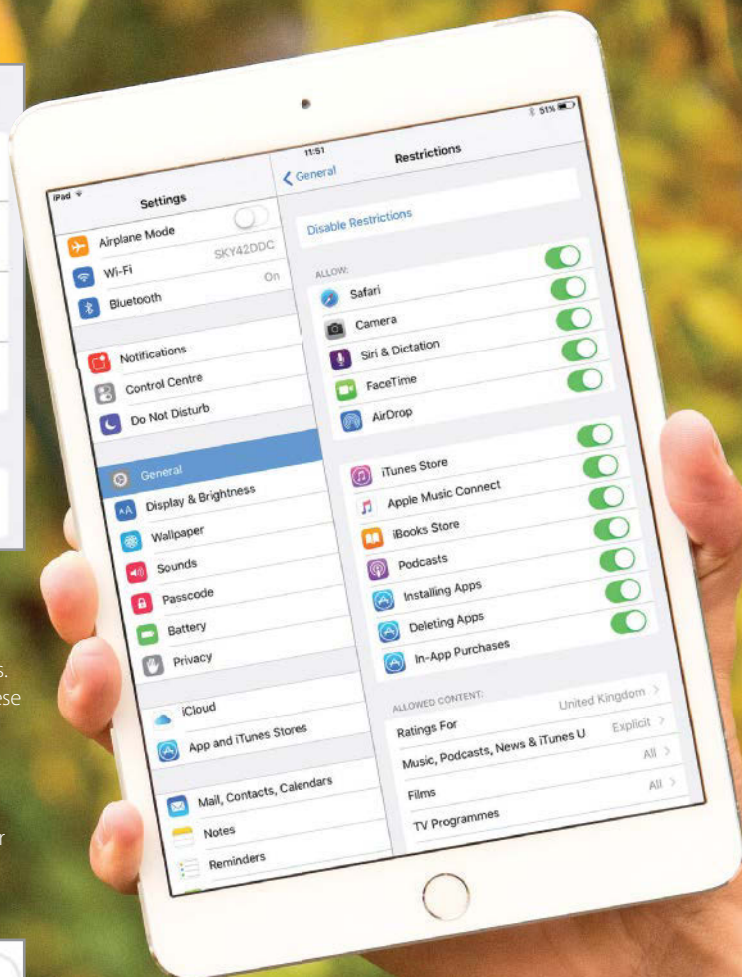Work out what settings suit your child best.

Restricting access to social media

Four social media services – Twitter, Facebook, Flickr and Vimeo – come as standard on every iOS device. Through Settings you can sign into these services so you can share and post content directly from within other apps. As apps are downloaded, they will often request access to one or all of these social networks, so it is a good idea to audit them on your child's iPad to make sure that access to none of these subsequent apps and services has been casually granted. To do this, select one of the social networks on the Settings screen and review the list of apps under 'Allow these apps to use your account'. If you wish to disable access to some, simply move the slider to the 'off' position.

Scrutinise the installed apps

The Settings screen displays a list of every app installed on the iPad. This is a good place to see whether there are any apps installed on the device that shouldn't be. Tap on any app to see which services the app has access to, which could include Photos, Camera and Microphone or just Notifications and Background App Refresh. If an app has been granted access to something undesirable, move the sliders to the 'off' position to deny access. Some other apps will have unique settings that can be accessed in this way too. For example, in the Netflix app you can set it so that video playback is only possible through Wi-Fi, thus preventing the risk of any additional charges from the mobile network provider.

Set up restrictions

Start off by going to Settings>General>Restrictions and tap the 'Enable Restrictions' option at the top of the page. You will need to enter and confirm a four-digit code to see the apps that can have restrictions imposed on them. Review the list and move the sliders to the 'off' position for those you want to ban access to. A good starting point is to turn off In-App Purchases.

Scroll down the page further and you will see a section called 'Allowed Content' – here you can modify and limit the content and services offered by certain apps, such as restricting which websites can be visited. Scroll down further and you will discover even more options that relate to privacy, which options on the iPad they can make changes to (for example, volume limit) and online gaming.

All your data, safe forever.

Never worry about losing important files, data and photos again by keeping everything backed up. iCloud will do the legwork for you.

One of the most reassuring things about owning an iPad is that all of your important data is kept safe, even if you lose or break your device. This is thanks to iCloud, Apple's own cloud storage and syncing service, which works behind the scenes to keep your important data backed up, synced and accessible across all of your iOS and Mac OS X devices and computers.

With just a few simple tweaks of your iPad's settings, you can easily ensure that all of the documents and files that you create are instantly uploaded to the cloud. This means that even if you happen to drop your iPad into an active volcano while trying to nail an aerial shot on a flyby on holiday, everything is retrievable with minimum fuss.

What's more, if you do mislay your device (though not as permanently as in an active volcano!), iCloud can even help you find it with its built-in Find My iPhone feature, which we'll explain more about later on.

There are also a great many third-party cloud storage apps available to download for free from the App Store. These all offer varying amounts of free online cloud storage space – from 2GB up to 15GB – and allow you to back up all of your important files and access them from anywhere in the world using any device or computer. So you see, once you get to grips with using such apps and services, all of your data is backed up, protected and stored safely for times of need.

Over the following pages we'll help you get fully up to speed with Apple's iCloud service to enable you to back up your important files, access them on different devices and computers and even open them in different apps to the ones they were created in.

iCloud keeps you in sync

First introduced to iPad with iOS 5, Apple's cloud-based iCloud service allowed users to sync certain material, including music, pictures and videos, across all of their iCloud-enabled devices. Well, iCloud is still going strong, but it has steadily evolved with each new system update to be a lot more beneficial to the way we live our lives. For example, you can now create calendar events on your Mac and they will be wirelessly pushed to your iPad, or you can take notes on your iPhone and review them later on your iPad. You can even share your current location with friends and family to arrange an impromptu get-together. And what passes through the cloud, stays in the cloud – no private information or data will ever be lost or fall into the wrong hands again.

The iCloud also keeps track of all your iTunes, iBooks and App Store purchases. If you happen to purchase and download a new album to your iPad, for example, then if your device gets lost or broken, your goods are stored in the cloud, meaning that you can simply re-download them on a new device. To do this, simply open the iTunes app and tap on the 'Purchased' icon at the bottom of the screen. All

of your purchased music, films and TV programmes will be listed under their respective category (you can also tap 'Sort songs by Most Recent' to jump to the newest stuff). If you then tap on the 'Not on This iPad' tab, select the previously purchased item and then tap on the cloud icon, it will be instantly re-downloaded to your current device. You can do the same with digital books purchased through the iBooks app and apps purchased through the App Store. The only grey area we are aware of at present regards purchased audiobooks These appear to one-off purchases that aren't listed under the 'Purchased' tab – so make sure you take time to back these up yourself so that you can retrieve them if anything happens to your iOS device or computer..

With iCloud you are allocated 5GB of storage space totally free. However, if you take a lot of photos or use numerous apps that eat into your data plan you may find that you need more space. Thankfully, there are other plans available that offer anything from 20GB right up to 1TB of storage, but these require a monthly fee.

You can upgrade your iCloud data plan by going to Settings>iCloud>Storage>Buy More Storage and then selecting the plan that best meets your requirements.

Cherish your photos forever

Out of all of the data we wish to protect, our photos probably rank the highest priority. After all, they represent the memories that we cherish – the births, the marriages, the holidays and the life adventures. Well, the good news is that photos are handled very carefully and meticulously by iCloud thanks to some very specific photo services that can be accessed and enabled by tapping on the Photos option while in the iCloud settings.

The first iCloud photo feature is iCloud Photo Library, which stores all of the photos you take on any iOS device in the cloud, allowing you to access them from anywhere – your iPhone, iPad, iPod touch, Mac or indeed any web browser by logging on to **www.icloud.com**. Your iCloud Photo library also keeps all of your photos and videos neatly organised into Moments, Collections and Years, making
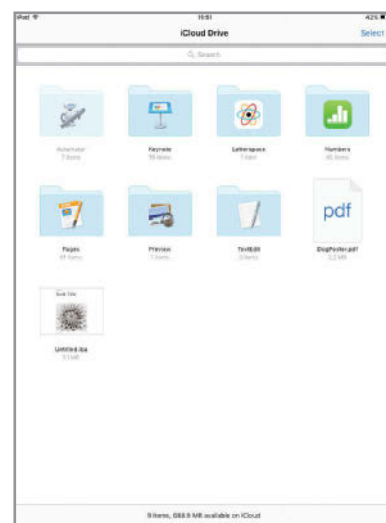
Set up and use iCloud Drive

01: Turn on iCloud Drive
In Settings, tap on iCloud and ensure that you are signed in and connected to your iCloud account, then tap on the iCloud Drive option and move the slider to the 'on' position. You will then have to tap 'Upgrade to iCloud Drive'. This will take a few minutes but it only has to be done once, mercifully.

02: Enable apps
All of the apps currently installed on your device that are compatible with iCloud Drive will be listed on the iCloud Drive screen, and from here you can activate or deactivate them if you don't want them eating into your data plan. You can also enable the option to show an iCloud Drive icon on your Home screen.

03: Upload to iCloud Drive
Any documents that you create within iCloud Drive-enabled apps will be automatically uploaded. You can also send documents to other apps by tapping Share>Send a copy, selecting the format and then the 'Send to' option. You can manage the contents of your iCloud Drive by tapping the icon on your Home screen.

Your iCloud settings explained.

Customise your settings to make sure you lose none of your data again.

Your Apple ID
Displayed at the top of the iCloud settings screen will be the Apple ID of the iCloud account that you are logged in with. Tap here and enter your password to change various aspects, including the account security and payment info

Storage
This displays at-a-glance info on how much of your iCloud data allocation is free. Tap on this option for a more detailed overview and also find options to manage your storage and, if required, to purchase more storage

iCloud Drive
This feature was first introduced with iOS 8 and works more like other cloud storage services such as Google Drive, in that all of your important documents can be stored in iCloud and accessed on your other devices

Family Sharing
Through Family Sharing up to six people in your family can share each other's iTunes, iBooks and App Store content without all logging in with the same Apple ID. All material can be approved and purchased through one credit card

Photos
This section lets you turn on iCloud Photo Library to store all of your photos and videos in iCloud, turn on Photo Stream to instantly push new photos to all of your other devices and enable iCloud Photo Sharing with other people

Other apps and services
All of your other apps and services that use iCloud will also be listed on this page. When a particular app is enabled, whenever you make a change to the respective app on one device, it will be synced across all of your devices

iCloud vs iTunes

Backing up your iPad

First of all, ensure that your device is connected to a Wi-Fi network and then launch your Settings app. In the iCloud section, scroll down until you see the Backup option and then tap on it. You should now ensure that the iCloud Backup option is turned on by moving the slider to the right.

VS

Connect your iPad to your computer and launch iTunes, then click on the iPad icon in the top-left corner of the iTunes interface and select your device. You can now transfer purchases from your iPad to your computer by clicking on File> Devices>Transfer Purchases from iPad.

Automatic backup

With iCloud Backup activated, all of your important data will be automatically backed up when your iPad is connected to a power source, locked and connected to a Wi-Fi network. You will also now see the option to 'Back Up Now' – you can tap on this to back up your files instantly.

VS

On your iPad's Summary screen in iTunes, under the Backups section you will see the option to Automatically Back Up – change this from 'iCloud' to 'This computer'. Whenever your device is connected to your computer with iTunes open, an automatic backup will be made.

Instant backup

When the backup has finished, go to the Storage settings in the iCloud section and tap Manage Storage. Select your device; the backup you just made should appear in the details along with the time, date and backup size. This is the easier backup method.

VS

In the same section on the Summary screen you will see the 'Manually Back Up and Restore' option – click on Back Up Now and an instant backup will be made. When the process ends, go to the iTunes Preferences, click on the Devices tab and you will see your latest backup.

Restore your iPad

You can restore your iPad from backups made to iCloud and iTunes. If restoring from iCloud, however, then you have to do it through the iOS Setup Assistant, which is activated when starting up a new iPad for the first time or by erasing all of the content on an existing iPad. When you come to the Set Up Device screen, simply tap 'Restore from an iCloud Backup'. To restore from iTunes, go to File> Devices>Restore from Backup and then pick the most relevant backup from the list.

"All of the changes will be synced to iCloud and be visible on other devices"

it easy to find specific images from certain times. You also have the full freedom to mark out favourites, create albums and drag photos into a custom order. What's more, if you choose to make edits to a specific photo in your iPad's Photos app (which you can do by selecting a photo and then tapping Edit), all of the changes will be synced to iCloud and be visible on your other devices. It's also worth pointing out that all of the original, high-resolution photos and videos are stored in the cloud, leaving just the lightweight versions on your devices, thus significantly reducing the amount of space that they take up on your devices.

The other big photo-related iCloud feature is iCloud Photo Sharing. As many of the photos we capture feature other people, such as family and friends, it is natural that we should want to share those images with the people within them. Well, take a bow iCloud Photo Sharing, because that is exactly what this feature enables you to do quickly and very easily.

You start off by creating a shared album for an event or a particular period in time, such as a birthday party or a family holiday and then invite up to 100 people to share the album with (you can add people straight from your Contacts app). Then it is simply a case of adding the relevant images to the album. Once an

album has been shared, the people who you shared it with can then contribute their own pictures and comments, and a handy Activity View keeps you in the loop and notifies you whenever someone joins your album, posts a photo of their own or makes a comment.

As a final flourish, iCloud Photo Sharing also lets you connect your device with Apple TV so that you can browse through your group's shared photo albums on the big screen and invite all of the album's contributors around to enjoy them in HD.

The advent of iCloud Drive

Before iOS 8, iCloud existed as a means to keep all of your data up to date and synced between devices – which you either used or ignored. But the introduction of iCloud Drive as part of the aforementioned system update offers much more versatility for how you store and access your files.

iCloud Drive works like the more conventional cloud storage services (such as Dropbox or Google Drive) to store all of your important documents and make them accessible on other devices and through other apps. Now you can safely store all of your documents, presentations, spreadsheets, PDFs, sound files, images and pretty much any other kind of document so that they are all safely

backed up and made accessible from any iOS device, Mac or PC, and from anywhere in the world.

Storing files is simple. On your iPad it is simply a case of enabling the app in your iCloud settings, then any documents you create will be instantly backed up to iCloud Drive. If you wish to transfer files from your Mac (running OS X Yosemite) it is just a case of dragging them into the iCloud Drive window (which you can access from your Favourites bar).

The really cool thing about iCloud Drive is that any changes you make to any of your documents are instantly saved and synced, so you can rest assured that the version of the document you are working on will always be the latest, most up-to-date version.

Your iCloud Drive also offers the flexibility of accessing your documents within different apps to the ones that were used to create them. For example,
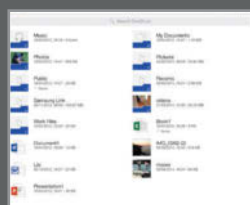
Third-party backup options

Google Drive
This app serves up 15GB of free online storage and links to all of the Google apps and services to keep everything in sync.
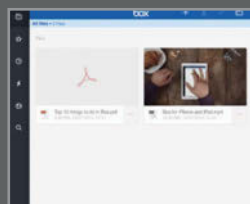

Dropbox
With Dropbox you are provided with 2GB of free storage space, but this can be boosted by recommending it.

OneDrive
This is Microsoft's cloud service that you can link to your Windows account to store and access files from your PC while on the move.

Box
Designed for business and making it easy to collaborate on projects with your colleagues, Box provides 10GB of storage.

you can rough out a simple sketch in a drawing app and then open it in a more feature-rich painting app to colour it in and embellish it further. Essentially, the rigid boundaries that were in place previously have been knocked down to make for a whole new level of collaboration between your apps.

Backing up your data
A lot of us have only really become familiar with the term 'backing-up' after experiencing some disastrous computer crash that has caused us to lose important data that, yes, you guessed it, wasn't backed up.

Well, the beauty of iCloud is that backing up can be carried out automatically in the background simply by ensuring that your iPad is connected to a Wi-Fi network (which it will be automatically anyway while in your home) and connected to a power source. So you never have to worry about losing anything important – like the notes that you took earlier that day, or the photos you took on your day trip – in the event of your device getting lost or broken. The backups that are made of your device can be used to

restore your device to a previous state or set up a new device to mimic the settings and content of an older one – all without you having to lift a finger.

Never forget a password
Unless you're daft enough to use the same password for multiple online accounts, then remembering all of your passwords for all of the sites that require a login can be mentally taxing – especially first thing in the morning or after a grinding day at work. Mercifully, with iCloud Keychain you no longer have to. The Keychain remembers and stores all of your online account names, passwords and even credit card details securely, so that whenever you go to log in on a particular website, all of the login details will magically appear in their respective fields without you having to type anything.

What's more, if you happen to come across an interesting new internet site while surfing Safari on your iPad, you can pick up your iPhone and continue exploring the same site thanks to iCloud tabs which allow you to effortlessly access the sites that are currently open on all of your iOS or Mac OS X devices.

"The location of the lost device is sent to Apple before the battery dies"
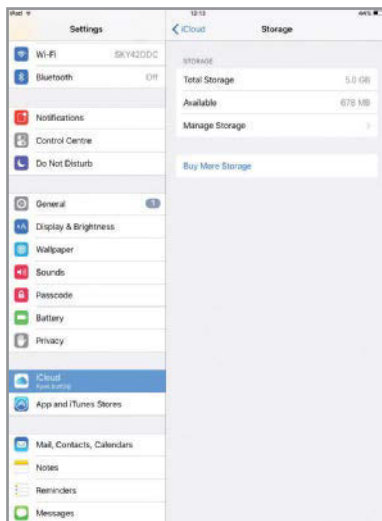
Lost your iPad? No problem

We've all misplaced our iPad from time to time, but help is at hand in the form of Find My iPad, part of the iCloud service. Go to Settings>iCloud>Find My iPad and ensure that the slider is in the 'on' position, because in the event of you losing your device, you can simply fire up the nearest web browser to get to work tracking it down. Another option within the Find My iPad settings, 'Send Last Location' should also be enabled as another precaution so that the location of the lost device is automatically sent to Apple just before the battery dies.

By logging onto **www.icloud.com** and entering your Apple ID and password, you will be able to access the many iCloud services through your computer. Click on Find My iPhone and the location of your device will be pinpointed on a map – handy if you misplaced your device while out and about, less so if you already know that it's in or around your current location.

Click on the 'All Devices' dropdown menu and select your iPad (all of your iOS devices and Mac OS X devices that have this feature enabled on them will be listed here) and a floating window of options will appear. The first, 'Play Sound', will command your device to emit a sonic alert – so if your iPad is within earshot you will hear the sound and find it with minimum fuss. The second option, 'Lost Mode' is for when you suspect that your device may be lost slightly further afield and may be at risk of being intercepted by a third party. It allows you to remotely lock your device by inputting a passcode and thus securing the data on it from prying eyes. The last option takes more extreme measures. If all hope is lost of you getting your beloved iPad home safely, the 'Erase iPad' option can be used to remotely wipe the device and ensure that there is no way anyone else can ever access the data within.

Managing iCloud storage

01: Go to iCloud settings
In Settings, tap on the iCloud section and you will see an item called Storage, which lists how much space you have remaining in your iCloud account – tap this to be taken through to a storage overview page that displays the total storage and the amount you have available.

02: Manage storage
You will see an option to buy more storage, where you will be able to pay for more allocation to suit your needs. But if you just want to stick with your free allocation then tap on the Manage Storage option and all of the services that eat into your data plan will be listed.
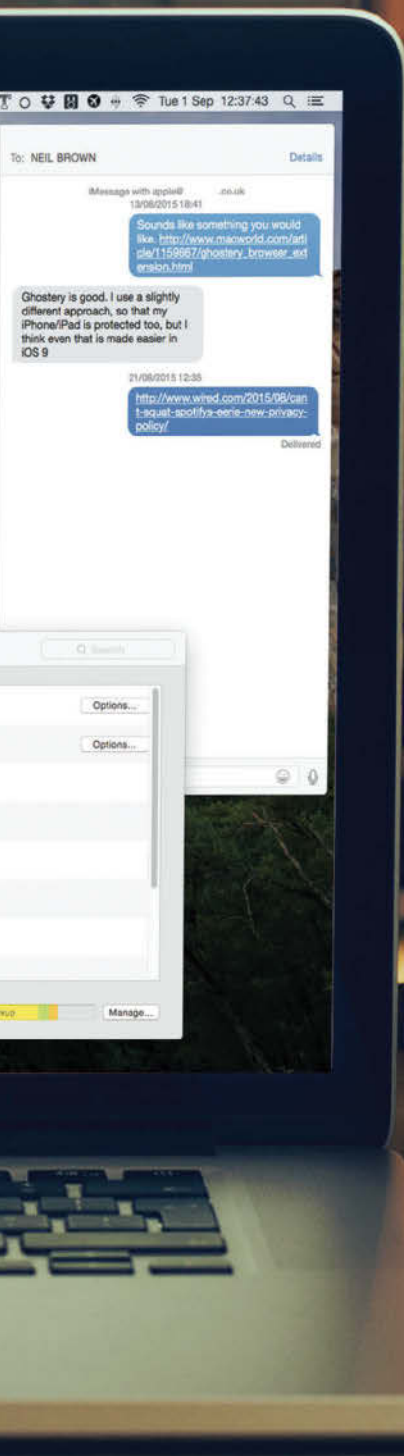
03: Freeing up data
Go through the various apps and services deleting any of the stored iCloud data and documents that you don't need. Your iCloud Photo Library will probably be a big drain so disable this if you don't use it and you will no doubt claw back a great deal of your iCloud storage space.

Device to device, seamlessly.

Apple devices are part of a seamlessly integrated ecosystem. Work and play is easier than ever before.

W hen you buy an iPad, you are not just purchasing one of the most impressive and technologically advanced tablets in the world. You are in fact taking possession of a device that forms a crucial part of an ecosystem, which works with you no matter what you need to get done every day. Apple has gradually improved the reliability and scope of the systems behind Mac OS X and iOS, and in turn has managed to make the two work together thanks to a clever set of online services, which work independently so that the data you are accessing is always up to date and accurate. It doesn't matter what devices you own, but it is true that using dedicated Apple equipment will greatly help the setup process and will ensure the best possible experience.

These devices can now work together for everything you need to do, from music to work to messaging. And no matter which one you use, it will offer a very similar experience to the others, thanks to the consistency of the data you are accessing. Emails on an iPad will mirror your inbox on a Mac; likewise with your music and photo collections. They are accessible from any Apple device and the collections will be identical. You can even start working on one device and carry on with what you are doing on another without the need to transfer files or even think about the product you are using. With the Continuity and iCloud services available from Apple,

we have finally reached the point where the hardware becomes invisible in deference to the data and media you want to access. No matter which screen you are looking at, the Apple ecosystem ensures that you can swap in an instant to another device and carry on as before. The future, it appears, is finally with us… today.

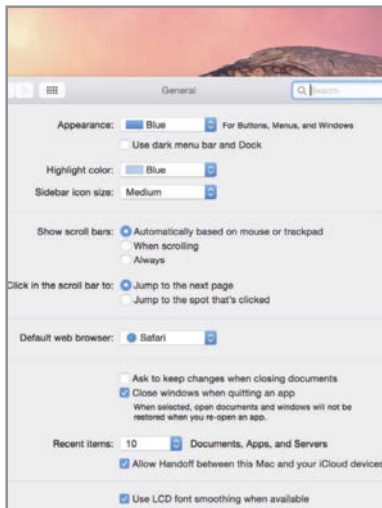### The backbone behind the ecosystem

Apple devices are able to work together without the need for wires thanks to the iCloud platform, and it is one that has truly started to fulfil the potential we always hoped it would offer. Initially it was designed as a way to keep your photos backed up and then to run a daily backup of your iOS device, but the scope of the platform has grown to a point where you can do almost anything you like with it. You will see an iCloud section in the Settings on your iPad, and within this a long list of options are included. The iCloud Drive works as a location for all of your online files, and apps that support it will be able to update the files no matter what device you edit them on. For example, you can edit a document on your Mac and then open the same file on your iPad and continue to make changes. If you then wanted to make more changes on your iPhone, the document will show the very latest state and continue to offer these changes to any device or app you use that supports iCloud Drive. It's just one example of what iCloud can do. This is taken further by the Photos app, which again will show all of the photos you have taken on any of your Apple devices and it will keep them organised all of the time, ready for you to enjoy when the moment is right.

The list continues, but one area in which Continuity works very well is the Find my

"Apple devices are able to work together without the need for wires"

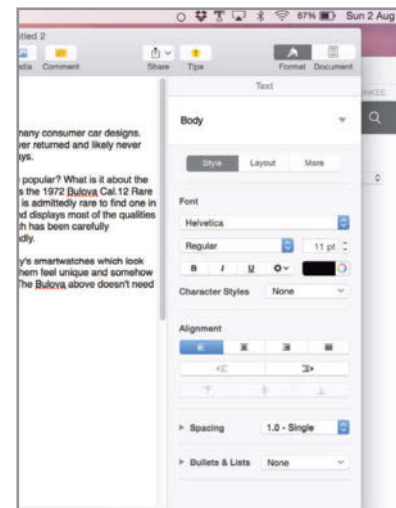## Using multiple devices for one task

01: Set up Handoff
On a Mac, go to System Preferences, then click on the General pane and tick the 'Allow Handoff between this Mac and your iCloud devices' option. Thankfully, this is all you need to do in order to enable a Mac to use Handoff with all of your connected iOS devices.

02: Set up the iPad
Now, on your iPad, launch the Settings app and then tap on the General section. Here you will see a section called 'Handoff & Suggested Apps' –tap on this and make sure that the Handoff feature is enabled. You can also enable the 'Installed Apps' option here.

03: Time to hand off
You will now be able to start a document in an app like Pages and then open the same app on your iPad to continue editing it. It will work no matter how many times you jump between the two and means that you can conrtinue to work whatever your current circumstances.

Integration with your iPhone.

Making an iPad and an iPhone work together is easy. Most of the hard work is done for you.

Some duplication
If you set up the iPad and iPhone to use the same contact details, you can expect both of them to ring or notify you when FaceTime calls and new emails or messages appear

A tablet phone?
The Messages app can be set up to work just like the one on the iPhone. You could use different numbers and email addresses on each device depending on your requirements

iCloud is important
You can use most of the features that truly integrate an iPad and iPhone by simply signing into the same iCloud account on both. This will ensure that data travels seamlessly between them

AirDrop just works
AirDrop between devices will work provided that both iPad and iPhone are in the vicinity of each other. Bluetooth and Wi-Fi will also need to be enabled on each device for the best performance

Photos and files
Sharing files and photos is easy thanks, once again, to iCloud. Simply signing in and using the same account will ensure that you can view everything on your iPad and iPhone

A single purchase
The Apple system supports a large degree of integration before you change any settings. App and music purchases will be available on all devices using the same Apple ID

Integration with your Mac.

Apple settings make it easy to switch between your iPad and Mac.

Use the default apps
Default apps such as Safari will work seamlessly with iCloud if you are signed in with the same Apple ID on both devices. Bookmarks, for example, are always kept up to date on all devices

Use third party apps
Many third party apps, such as Dropbox, let you share files between devices. When you upload files to the service, they will be accessible immediately on all connected iPad and Mac devices

Use Bluetooth
Bluetooth will need to be enabled on your iPad and Mac in order to send files by AirDrop when they are close together. The devices need to be paired to fully integrate them

Allow Handoff
Go to System Preferences>General on a Mac and tick the second from bottom option to let your iPad work with documents in real time and for changes to be mirrored between devices

Messages everywhere
In the Messages app, open the Preferences and select Accounts. You can now choose exactly which telephone numbers and email addresses are used to receive messages on your Mac and iPad

Reply anywhere
iMessages and even text messages can be sent to and from a Mac or iPad, and all of the changes will be kept up to date in real time on each device, which is perfect when working between them
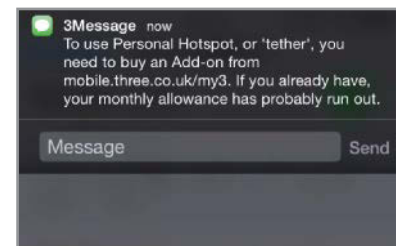
Activate your Personal Hotspot

01: Locate the settings
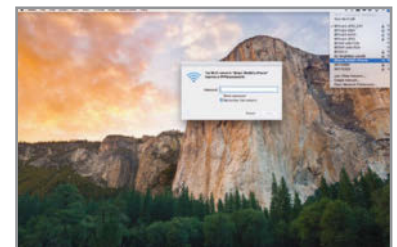Open Settings on your iPhone and tap the Personal Hotspot option near the top of the screen.

02: Enable a Hotspot
Once activated you will be shown a Wi-Fi password for other devices to use. It is now ready.

03: Make sure it works
If you are not allowed to tether from your phone, a warning message from your network provider will appear immediately.

04: It really does work
You can now search for the Hotspot and connect to it from any other device with the Hotspot password.

"Adding new devices to the mix is just as easy with the platform doing the work"

iPad section. If you have signed into your iCloud account using the same Apple ID on multiple devices, you will be able to see the location of each device at any time providing they are connected to the internet. This means that you can wipe them if they get stolen or play a sound if one is lost in the house. It is just one example of how the benefit of Continuity grows with the number of Apple products you use – either yourself or as a family. On a basic level, you can start to ignore iCloud and just enjoy the consistency of information it provides when at work or enjoying your leisure time. The fact that every calendar entry you make, every contact you amend and every purchase from the App store is recorded instantly and available everywhere, means that you never have to even consider what device you are using. They will all be up to date all of the time and you can simply get on with what needs to be done without ever considering files or changes you have made elsewhere.

Few ecosystems are able to deliver this level of functionality in such a natural way, but this one surely does, and adding new devices into the mix, such as Apple TVs or new computers and phones, is just as easy with the platform doing all of the hard work for you.

There may be a few teething problems at first, which tend to be minor, but time spent making sure the system is set up for your specific needs will pay dividends in the long run and enable you to get more out of all your Apple devices.

All of this highlights the cloud-based nature of how we work today and goes some way to negating the need for a lot of local storage space. For your devices to work seamlessly with each other, they need to somehow connect; the internet is the obvious tool for this task. It means that you will be continually accessing online data so that the small changes you make on each device can be noted in the cloud and replicated on the next device you use. The premise is actually much simpler than you may expect, which explains why it all works so reliably; one Apple ID, or a family group, and a set of devices that can connect with the same credentials means that you end up with a system that will connect them all together

seamlessly when you need them to. This level of connectedness and continuity is just as important as the quality of the iPad hardware because it exponentially increases the flexibility of the device and ensures that it will soon become a vital part of your own ecosystem.

Device to device

The Handoff feature is one that you may or may not need to use often, but when you do, the end result is much greater efficiency. You can work on a long document and leave it at a certain point, and then opening the same document on another connected device will show the latest changes. Even longer emails and iMessages are supported, which gives you the perfect balance between static devices such as a desktop Mac and your phone because they will work together to let you compose one selection of text over multiple devices as situations change.

Ultimately, Handoff ensures that you can do complex things on mobile devices and simple things on powerful desktop computers based purely on your needs at the time rather than the specification of

"Handoff ensures that you can do complex things on mobile devices"

the equipment you are using. Your Safari reading list will be updated on all of your devices instantaneously if you read an article, while the tiniest text amendments will also span your ecosystem whenever they are made. This type of integration goes even further when devices such as an Apple TV box or Apple Watch are entered into the equation because the former can be controlled by an iPhone, iPad or an Apple Watch and it will also be able to play the media that you have stored on a Mac OS X computer.

The connection that is made by your Apple ID makes the setup process for new devices almost automatic and the fact that the hardware has been tailored to work together is an added bonus. You can share files and photos using AirDrop provided two devices are in range of each other and the tiniest little details have been covered to a level that is almost hard to believe. When you stop watching a film,

you will be able to continue watching on another device at the exact same point. The same is true for many third party apps as well, such as Netflix and Amazon Instant Video. Developers have seen how the Apple ecosystem works and have tried to emulate the best features in a number of innovative ways, to the point that after a short period of use you will expect everything to work this way forever more. This is again highlighted by the fact that there are apps which allow you to use an iPad as a second screen for a Mac while others even let you use your iPhone as a replacement mouse.
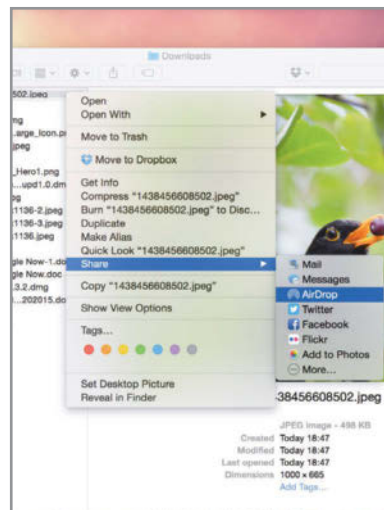
You can already create a mobile Hotspot on your iPhone for when travelling and you will also have a huge amount of your iPhone data automatically shared with an Apple Watch by default. It all sounds wonderfully complex, but the real benefit here is that Apple has spent a huge amount of time ensuring that the

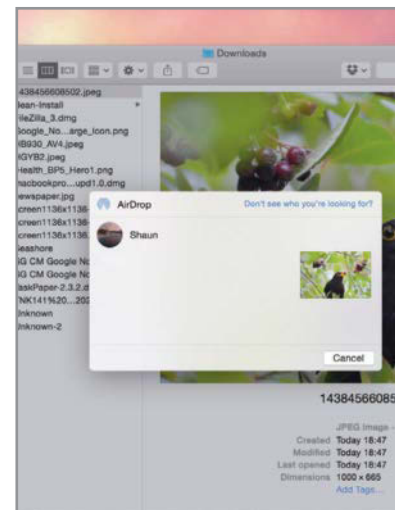## AirDrop files between Mac and iPad

01: Set up the iPad
Slide up from the bottom of the screen to access the Control Center and look for the AirDrop option. Tap it and then choose whether anyone or just your contacts can send you files. The Bluetooth and Wi-Fi features will turn on automatically once you enable this feature.

02: Send from a Mac
Right-click on the file you want to send in Finder and go to the 'Share' option, where AirDrop should be available. Click it to bring up a new panel, which will start the process of scanning and finding local AirDrop-enabled devices within the immediate area. This may take a few seconds.

03: Time to send
When a device is found, the icon will change and a name of the device will appear. Click it to send the file to the iPad immediately. It will arrive quickly and be opened in an app that's associated with the sent file. The whole process really couldn't be easier.
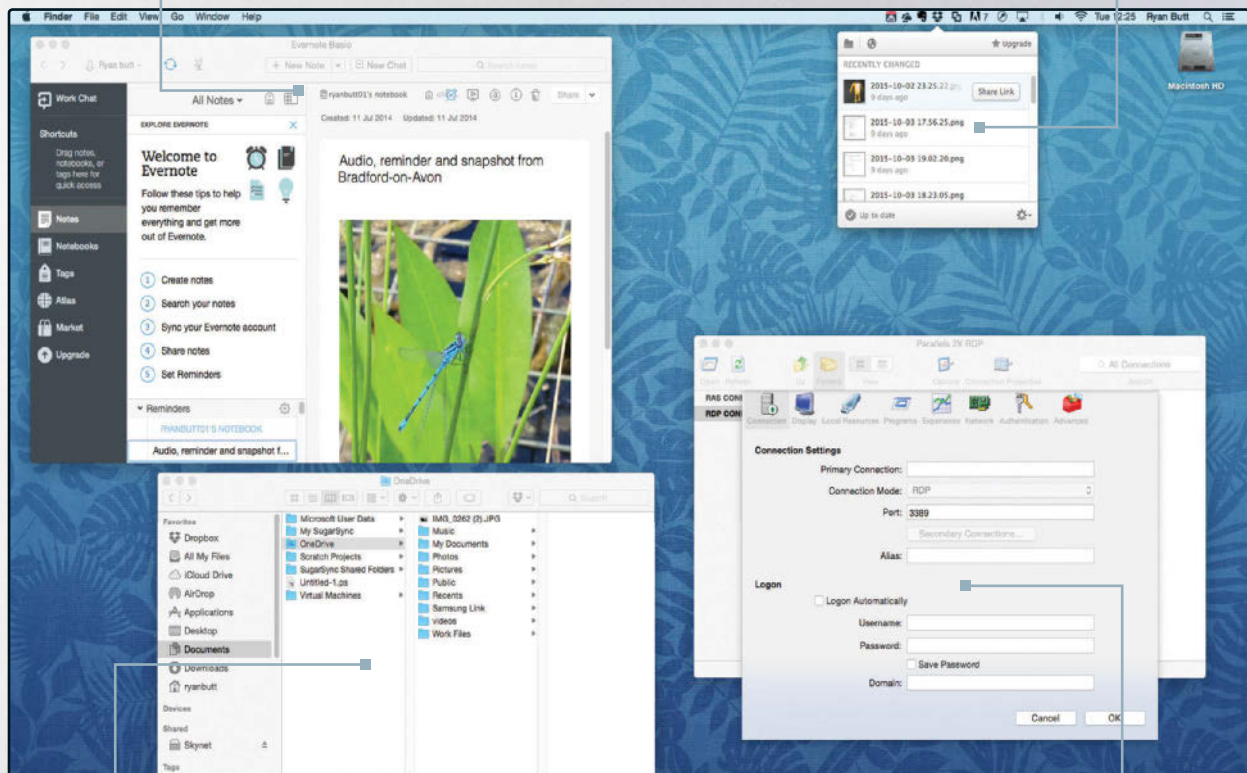
Apps that integrate.

Here are some of the apps that work seamlessly across Mac and iPad.

Evernote

The Mac app provides a menu item that allows you to quickly access your Evernote account and add new notes quickly and easily. Everything then syncs so is bang up to date on all of your devices

Dropbox

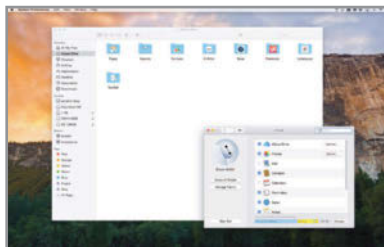Uploading files through the Mac app is made easy by a neat little menu item that sits at the top of the screen. All content is then synced to the cloud and made accessible through the iPad app

OneDrive

Like Dropbox, a menu item provides quick and easy access to the contents of your Microsoft OneDrive and you can add new files and copy stuff across onto your Mac quickly and easily

Parallels 2X RDP

This app lets you connect to your desktop through your iPad and have full access to all of your important files and applications. You can connect to your office computer and work effortlessly remotely

Share and edit files with iCloud Drive

01: Enable iCloud Drive
On any device, open the iCloud settings and then tick the iCloud Drive option to enable the service.

02: Your online apps
Any apps that use iCloud Drive will be shown as folders on a Mac with the shared files held within.
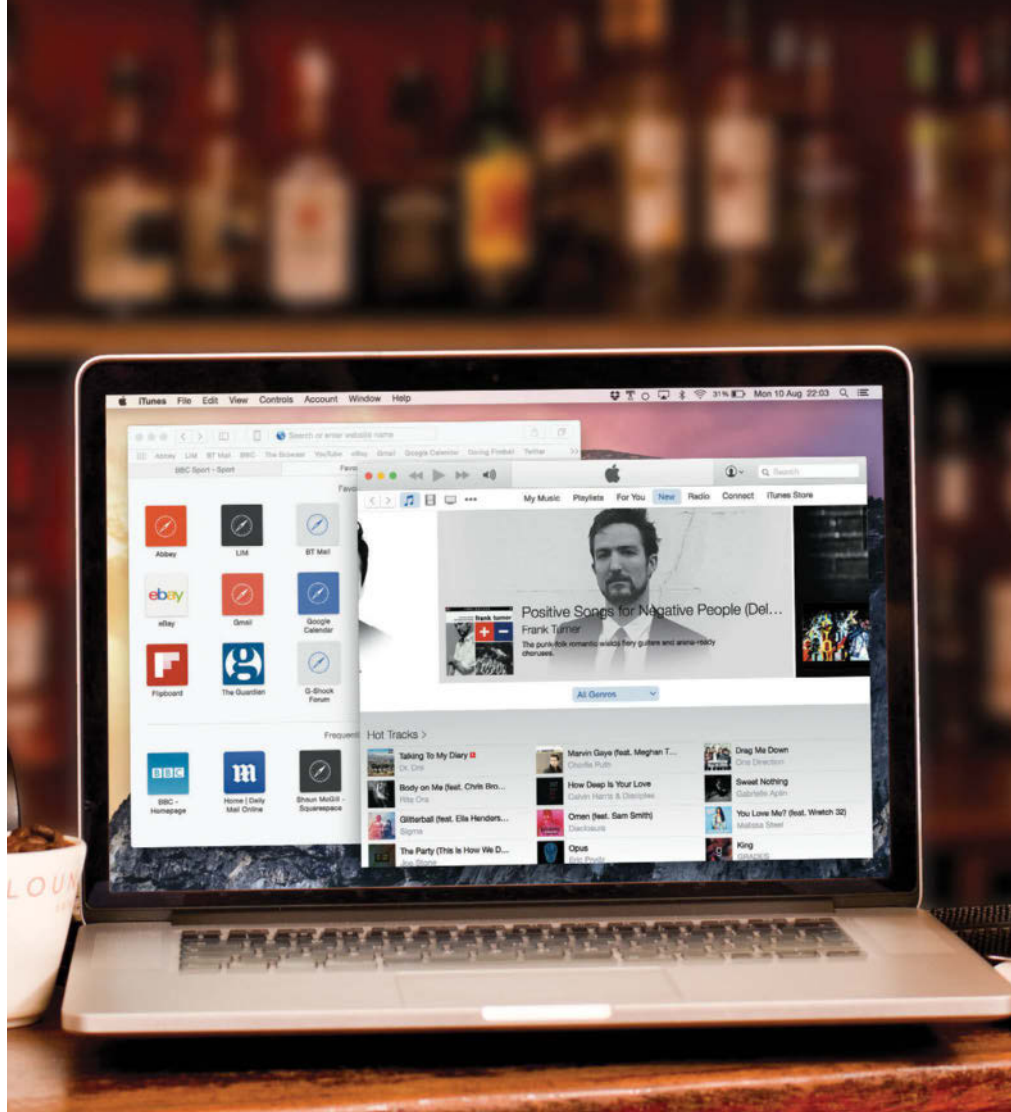

03: View and edit files
Double click on any folder to see the files that have been stored within the iCloud Drive by supported apps.

04: Edit anywhere
You will be able to view and edit the files on an iPad or iPhone as well as a Mac anywhere you like.

vast majority of the work is done in the background. The iPhone, iPad and Macs have long been praised for their ability to hide the mechanics behind the polished surface and Apple has managed to perform the same trick with the Continuity services that it offers. You will only notice them when they are needed and even then they feel so natural that it is hard to believe computers are involved at all. This subtlety of design is what makes it work so well, but the downside is that you may have to hunt for the features when you first start using them.

Hopefully we will be able to get you started with our guides and the more you explore, the more benefits you will receive. Take your time to understand what you need each feature for and then use them only when needed to offer the best chance of the data staying intact and as secure as possible.

You should also consider security when using Continuity features because one unsecured device can act as a weak link in the entire system, so please make sure that you use strong passwords, register your fingerprint for Touch ID and use PIN numbers when possible.

The present and the future
It would be easy to simply view what we have now as the most amazingly futuristic invention, but it doesn't take much imagination to see where this could all be heading. In recent times we have seen the birth of Apple Music, which lets us all stream millions of tracks whenever we want to. We can listen to the same radio station as 200 million other people and discover new songs all the time. With Family Sharing, each member can create their own playlists and not affect the collection of others and, as expected, your playlists and albums will work on any connected device you want to use at the time. You can plan a route on your Mac and when you get in to your car simply open the Maps app on your iPad or iPhone to see the journey plan ready and waiting for you. You can even then use an Apple Watch to guide you on your journey.

All of this, however, is just the foundation of what could be possible with

Continuity on Apple devices. We may reach the point where your Apple Watch will know that you are watching a film on your Apple TV and present the media controls ready for you to use without opening the Remote app. Apps could work together to, for example, let you control music that's playing on your Mac with your iPhone and edit images from your iPad because it knows you are dealing with photos on your Mac computer.

The degree of proactivity capable with Handoff and Continuity services is huge. As it learns your habits, it will be able to sense what app or controls you need at any one time, based purely on what you are doing on another connected device. Your calendar could be the basis for apps like Maps and Clock to automatically open and know what to do, and your emails could be parsed so that the data you need is instantly available on your iPhone, iPad and/or Mac at any time. It is natural to consider products like a phone, a tablet and a computer as singular devices, which each perform specific roles, but when they work in harmony, they form a collective that's much stronger than any of the individual parts. Ultimately, they may be able to sense where each device is and act upon that location data accordingly

to automate many of the annoying little tasks we all have to do each day. If you think that what we see now is clever, the connected Apple services of tomorrow are likely to blow your mind completely. They will, however, become staple parts of our computing lives and will feel completely natural to those of us who use them now and to future generations. The value of these services cannot be underestimated because of the benefits they offer, but if you have concerns over the pricing of some Apple products, just take a moment to consider the sheer quality of the hardware, the world class customer support and the benefits the ecosystem offers.

All of these factors form the eventual pricing of the products, and in our opinion, the connected features of Apple products are worth a huge amount. It is now time for you to start playing with Continuity, Handoff and all the other connected Apple features, and we are certain that you will be using them without even thinking about what you are doing in a very short period.

They really do work and have the potential to change everything about the way you use watches, phones, tablets and computers, and your iOS devices will be at the heart of it all.

"Apple services of tomorrow are likely to blow your mind completely"

Integrate with Apple TV

You can now set up an Apple TV box using just an iOS device. If you have an iPad 2 or later and the 3rd generation Apple TV or later you are all set to be up and running in minutes. Connect the Apple TV to your television and follow the standard prompts that appear. You will need to connect to the same network that your iPad and/or Mac is connected to and then make sure Bluetooth is enabled on your iPad. At this point you will be able to simply touch the iPad to the Apple TV and it will be recognised. You will now see more prompts, which include needing to enter your Apple ID and password, and you can choose for the Apple TV to remember these details and for data to be automatically sent to it. A rather long configuration process will now begin, but it does include setting up your iTunes store account, connecting to your Wi-Fi and activating the Apple TV itself. The data from your iPad is cleverly used to ensure that the Apple TV will be fully integrated into your current setup. The end result is a seamless experience that works from the time you set it up and forever more. The iPad Remote app, which is available in the App Store, also works as the perfect replacement for the sleek aluminium accessory and is actually even more efficient because you can type on it easily. You can even control the Apple TV from a connected Apple Watch and stream music from a Mac on the same Wi-Fi network directly to the TV. With all of your devices connected, the Apple TV can be the hub of your home entertainment. It's like living in the future!

Let's get down to business.

Enter the iPad, enter new possibilities for the workplace. Let yours be the motor that drives your business forward.

A s you will have no doubt discovered by now, there is far more to your iPad than merely making calls, sending texts and generally helping you while away the time with the many forms of entertainment it provides your fingertips. It does indeed perform those tasks excellently, but it's capable of so much more. Its many built-in features and apps can also enhance your working life, help you break free from the stuffy confines of the office to work remotely and generally drive your business forward.

The chances are that there are apps on your device that you've never even used, such as Reminders and Clock – both of which can prove useful in a work capacity. Then there are the ones you use every day, such as Mail and Calendar, which you wouldn't be able to conduct your business without, and that come packed with features to help you stay focused on your workflow and your goals. Across the following pages we will help you discover

how to get the best out of your iPad as a means to enhance your working life and help you become better organised in a work environment.

Trust us, having an iPad means you can stay connected to the office while working remotely, making it possible to hit all of your important targets without being shackled to your desk.

Efficiency at your fingertips

With recent system updates, the iPad has become even more geared towards productivity at work. For instance, iOS 9's smarter searching facility allows you to search keywords across multiple platforms and apps all at once.

Another area in which your iPad really excels in the office is through the Mail app. As you browse through your inbox, you can swipe right on a message to mark it as read or unread for easy identification, swipe to the left to filter a message into the Trash, or view a selection of other

quick options for dealing with your correspondence on the go.

You can tailor which actions occur as a result of your left or right swipes by going to Settings>Mail, Contacts, Calendars>Swipe Options. These include Flag, which will mark a particular email for your attention later on and Archive, which will remove it from your current inbox. Tapping the 'More' option will bring up an extensive list of options that includes Reply All, Forward, Flag, Mark as Read, Move to Junk, Move Message (you can select exactly where it is to be moved to after selecting this option) and Notify Me. The Notify Me option will ensure that you receive notifications when anyone replies to that particular email thread.
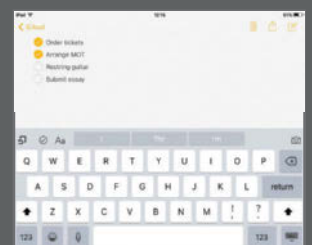
In the Mail app you can also mark particular people as VIPs by tapping on their email address and choosing the 'Add to VIP' option. All VIPs will be grouped together in their own special mailbox (tap on Mailboxes>VIP to access it) so that you can find all of your important email threads quickly and easily without having to root through your entire inbox. You can also personalise your Mail app to further meet your requirements by going to the Mail,

"Get the best out of your iPad as a means to enhance your working life"

Note taking

The Notes app is perfect for recording information during your working day, and they will be synced to your iCloud account, meaning that they will become available on all of your iOS and Mac OS X devices. With iOS 9, this well established service is even better. You can now add to Notes from within an app and be more dynamic, adding URLs, doodles and media.

"A reminder will be sent to all of your iOS and Mac OS X devices so there is no escape from the notification"

Contacts, Calendars section within Settings. Here you can determine how and when your emails are retrieved from the server, set up an automatic signature (text that will appear at the bottom of every outgoing email, which is perfect for plugging your business) and more.

Your personal organiser

One of the most important apps for business on your iPad is the Calendar app, because it is here that you can schedule all of your important meetings and deadlines, as well as choosing to be notified when they loom large on the horizon. There are two ways to add events to your calendar; you can either press and hold on the relevant time slot on the day of the event – which is handy if you're scheduling new events and appointments on the fly for the next day or so – or, if you're scheduling something quite far in advance you can tap the '+' icon in the top-right corner of the screen before locating the date.

You can then get to work factoring in all of the details of the event, such as the location and the start and end times. If it's an all-day event you can flip the 'All-day' switch to override the need to input start and end times. Also, if the event requires travelling to, the Maps app will calculate the time it takes for you to commute to the location of the event, which will be factored in when the app provides prior notification.

If you are scheduling a meeting, you can also invite other people to attend by tapping on the 'Invitees' option and entering the names or email addresses of your work colleagues. In Calendar you can see your colleagues' availability when scheduling meetings so that you can find a time that works for everyone. Thanks to the app's ease of use, you can also create events that repeat at custom intervals, such as

the first Monday of every month for a year. And if you are running late for a scheduled meeting, no problem – you can simply email your fellow attendees from within the Calendar app to let them know that you're going to be late.

Once you have scheduled meetings and appointments, you can check your agenda for the current day by tapping on the 'Day' tab at the top of the screen. This will list all of your appointments for the day in chronological order. Before long you'll wonder how you ever managed to live without your Calendar app organising your working life.

Never forget a thing

Owning an iPad can be a curse as much as a blessing, mainly because you'll no longer be able to use the age-old excuse of "I forgot" when you don't do something.

Thanks to the Reminders app, every little task and chore in your life can be logged and a reminder put in place to ensure that you are alerted to the fact that you have things to do. You can create lists of reminders – perhaps one relating to your work life and another relating to your home life – and add new reminders to a list by
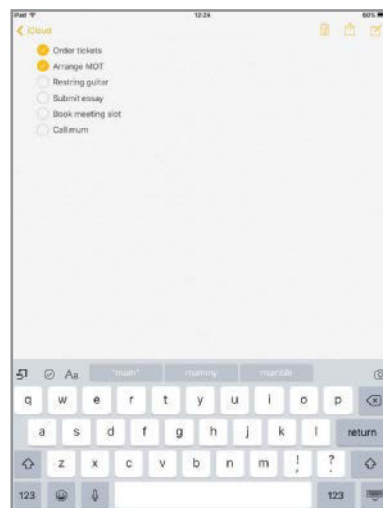
Create a new to-do list in Notes

01: Create a new note
The recent iOS 9 update provides more versatility to the Notes app and one new feature lets you create bullet-point to-do lists that you can tick off. Start off by tapping the pen and paper icon to create a new note and tap anywhere on the page to bring up the keyboard.

02: Create a checklist
Now tap on the icon in the top-left corner of the keyboard that depicts a tick in a circle. This will bring up a bullet point on the page that you can right next to. Type a task and then press Return to add another bullet point – and so on until you have finished compiling your to-do list.

03: Tick them off
The best thing about this new addition to the Notes app is that when you have completed the various tasks on your list you can tick them off by tapping on the bullet point next to a task. A tick will then appear inside it to show that you have completed the task.

Setting work reminders.

Never forget an important task again,
all thanks to the Reminders app.

**Remind me on
a day**
By enabling this option
you can factor in a time
and date for when you
want to be reminded
by the app. If the task
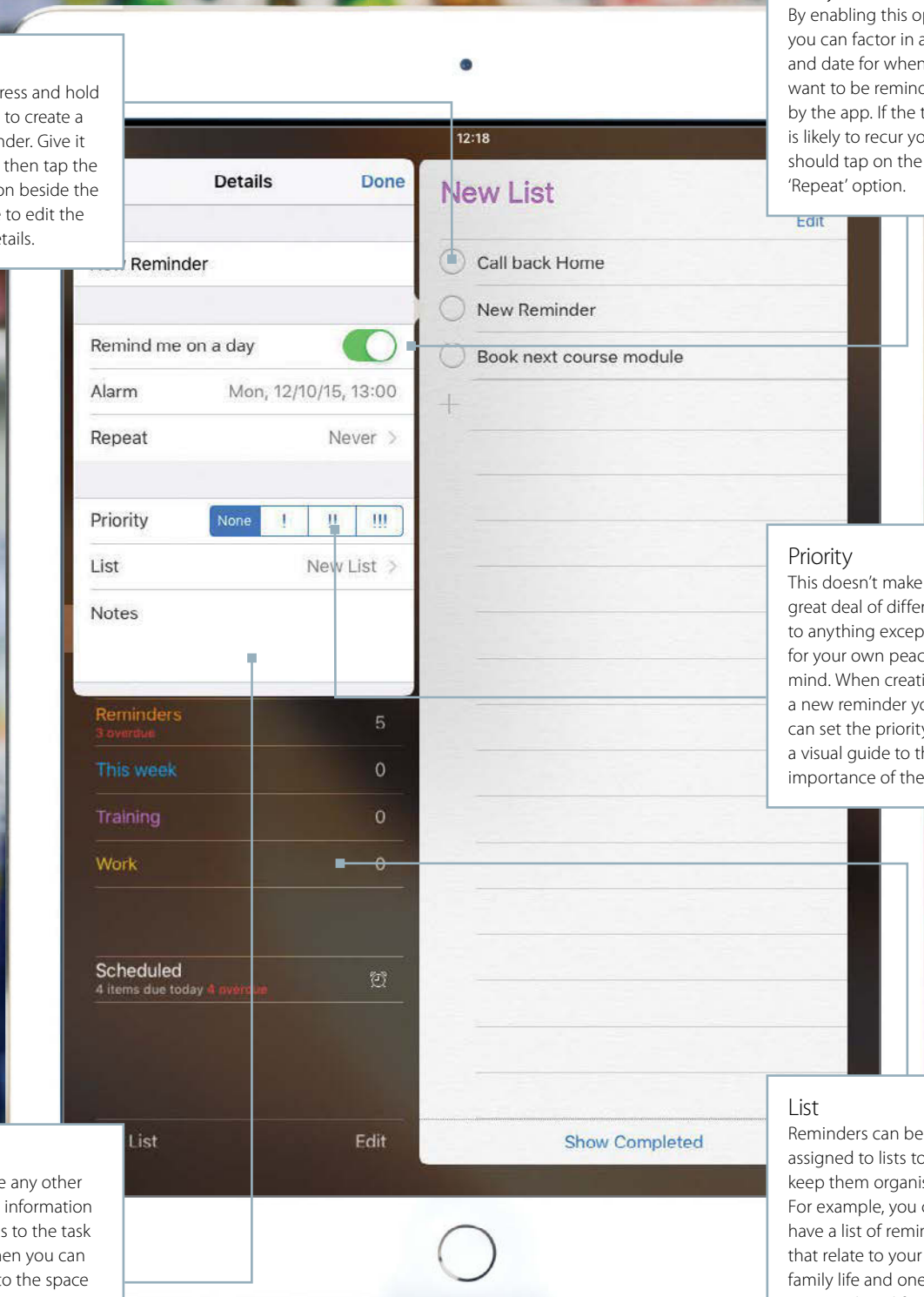is likely to recur you
should tap on the
'Repeat' option.

Details
You can press and hold
on a page to create a
new reminder. Give it
a title and then tap the
small 'i' icon beside the
task name to edit the
various details.

Priority
This doesn't make a
great deal of difference
to anything except
for your own peace of
mind. When creating
a new reminder you
can set the priority as
a visual guide to the
importance of the task.

Notes
If you have any other
additional information
that relates to the task
at hand then you can
enter it into the space
provided here.

List
Reminders can be
assigned to lists to
keep them organised.
For example, you can
have a list of reminders
that relate to your
family life and one for
your working life.

tapping on a new line of the page. After naming your reminder, you can then tap on the small 'i' icon to fine-tune the details. This is where the Reminders app really comes into its own.

There two ways in which you can be reminded to perform a certain task, and you don't have to pick one over the other, enabling both for double-protection against ever forgetting to do something. The first way of being reminded is 'On A Day'; enabling this option involves tapping on the 'Alarm' option to set a time and date when you wish to be reminded. You can also set the alarm to repeat if the task is to

iPad to use this feature. However you set the app up, a reminder will be sent to all of your iOS and Mac OS X devices, so there is no escape from the notification and, indeed, no excuse for forgetting an important task.

Multitasking marvel

Recent system updates have seen our iPads become increasingly more adept at multitasking. Don't believe us? Then double-click the Home button and see what happens. Doing so will bring up all of your currently open apps in a scrollable carousel, allowing you to switch between them at will. This means that you can

text message, for example. Split View goes one step further by letting you open two apps on the same screen (open one, slide it across then open another) and Picture in Picture lets you shrink down a FaceTime or Video window to perform other key tasks. It all works seamlessly.

Quick features on the fly

No matter what your business is, there are some features of your iPad that you will need to access in a hurry, which is probably how the Control Center feature came into existence. By swiping up from the bottom of the screen, no matter which screen you are on, you will bring up your Control Center, which features quick and easy access to some of your device's core features and utility apps.

A row of icons across the top of your Control Center let you quickly enable Airplay mode (which suspends many of the iPad's signal transmitting functions), turn Wi-Fi and Bluetooth off and on, access Do Not Disturb mode (to suspend calls, messages and notifications) and lock or unlock your device's screen orientation. You can also adjust the screen brightness and sound volume, control music or other media that you may be playing, and

> ## "No matter what your business is, there are some features of your iPad that you will need to access in a hurry"

recur on a weekly basis, for example. The second method of being reminded is 'At a Location'. By enabling this option and then entering the details of a particular location, your iPad will detect when you are arriving at or leaving the stated location and issues a reminder when you do so. So if there is something you need to completed before you leave the office, you can stipulate that you need to be reminded 'When I Leave' to ensure that you have done it before heading home. Or, if you are going shopping at a supermarket, you can remind yourself to pick up a particular product by selecting 'When I arrive', to ensure you don't forget it. You will need a SIM card in your

do something in one app and switch to a different one quickly and easily to do something else or check details before switching back again.

You can also swipe upwards on a particular app to close it, which is well worth doing to help improve the speed and efficiency of your device if, over time, you find that you have far too many apps open that you aren't using.

The iOS 9 update also brings wealth of new multitasking features, such as Slide Over, Split View and Picture in Picture. Slide Over lets you open a second app without leaving the one that you're in – so you can quickly browse the web to respond to a
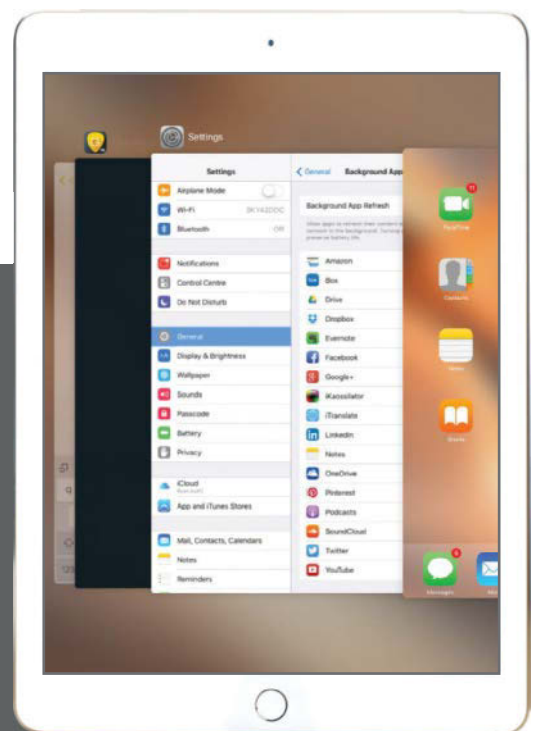
Multitasking on your iPad

Your iPad has been purposefully built for multitasking whilst on the move. As such, some apps continue operating in the background when you aren't even using them.

Switch quickly between apps at any time by double-tapping the Home button to reveal open apps. Scroll through by swiping left or right and swipe upwards to close an app. This function makes jobs like composing an email in the Mail app pretty easy, allowing you to quickly refer to another app like a Safari webpage, for

example, for additional information. The iOS 9 update also brings additional multitasking features, such as the seamless switching between apps and the option to keep two apps open on the same screen.

To ensure that the apps you are using refresh their data in the background when you don't have them open on screen, go to Settings>General and then tap on the Background App Refresh option. After enabling this feature, you will then be able to scroll down through the list of apps on your device to activate.
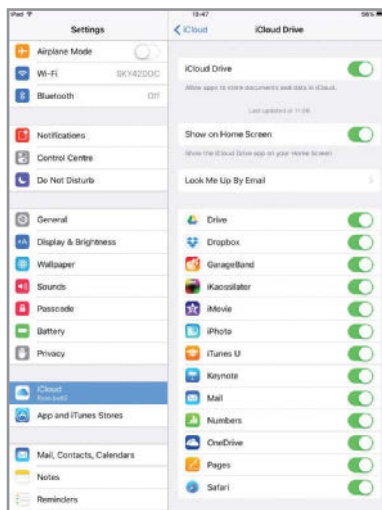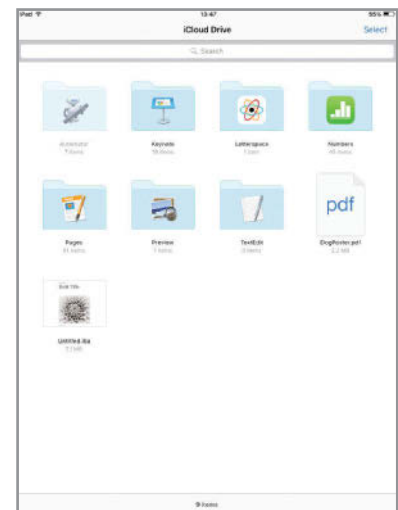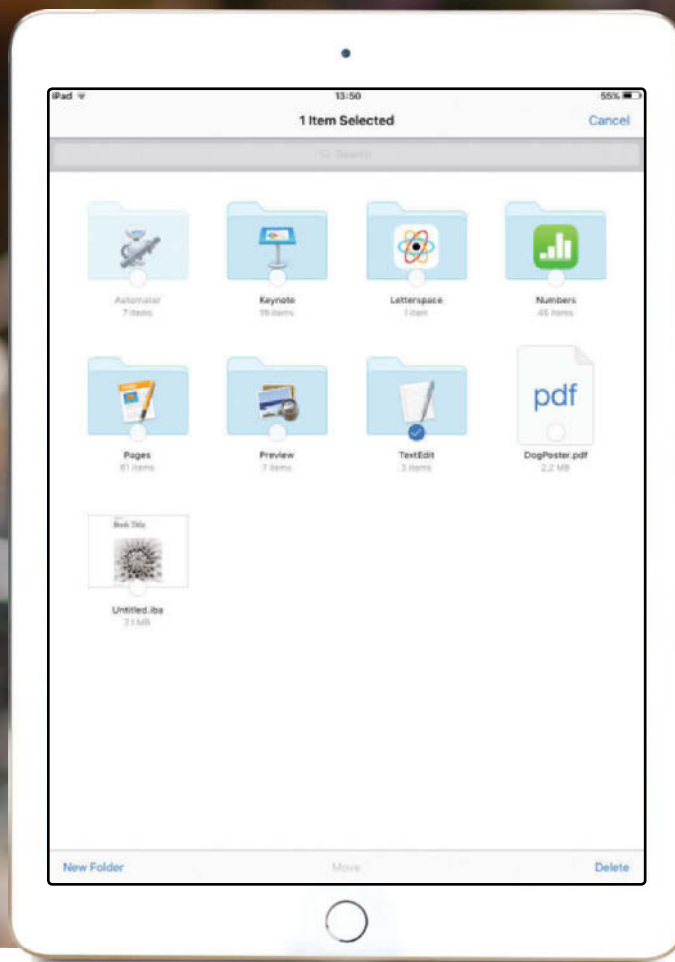
Using your iCloud Drive

01: Go to iCloud settings
Launch the Settings app and then go to the iCloud section. Tap on the iCloud Drive option in the list of supported apps and then if you are using it for the first time you will be asked to upgrade to iCloud Drive. This should only take a minute or two.
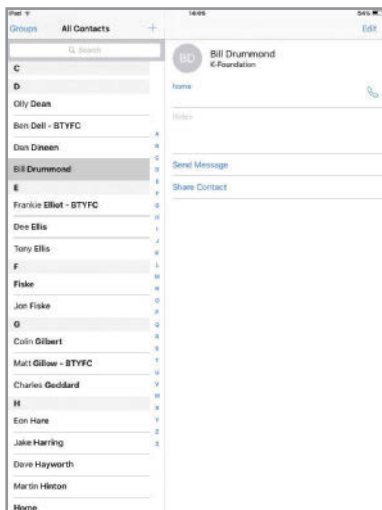
02: iCloud Drive settings
Now tap on the iCloud Drive settings and you will see the complete list of apps installed on your device that use the service as well as other options, one of which is 'Show on Home Screen'. Enable this to create an iCloud Drive 'app'.

03: Managing your drive
Launch the iCloud Drive app on your Home screen and you will be able to see the files currently stored on your drive. Here you can search for files, create new files and select certain files to move or delete them to keep your drive organised.

Share contact info while networking

01: Tap on a contact
If you're networking with business associates then you can pass on essential contact info quickly. Start off by opening your Contacts app and then select the person whose details you wish to share and then scroll down to the 'Share Contact' option, which can be found at the bottom of the contact screen.

02: Select share method
You will then have to select the means by which you wish to share the contact information. The most direct is AirDrop, but if that isn't enabled or accessible on either device you should perhaps consider the 'Message' option. Tap on 'More' to enable other possible sharing apps that you may have installed on your device.

03: Share and open
The contact info will be packaged up into a neat little contact card. When the intended recipient receives this information they will be able to tap on it within the Messages app and use it to create a new contact in their own database. The same system applies when sharing contacts via the Mail option as well.

activate AirDrop and AirPlay. Then there are a series of utility apps that you can access quickly and easily when you need them. These consist of a timer (which also acts as a shortcut to your Clock app), plus a shortcut to your Camera app. As you will undoubtedly use some of these features and functions regularly in your working environment, it is certainly handy having them close to hand via your Control Center when you need them.

Breaking down the barriers

With the introduction of iCloud Drive, a much more versatile enhancement to the iCloud service, Apple has helped demolish the rigid boundaries that previously existed between apps to create a more fluid working environment for your apps and services. No longer are files created in one app restricted to being opened and dealt with in that app alone; you can now open different files in different apps.

Working more as a conventional cloud storage system like Dropbox and Google Drive, iCloud Drive lets you not only store essential files, but also open them in different apps to the ones that created them. You can compile a list of data in one app and then import it into, say, Apple's Numbers app to incorporate all of the collated data into a spreadsheet.

Thanks to the iOS 9 update, iCloud Drive now plays a bigger part across all of your iOS and Mac OS X devices. To add new files you just create a new document using an iCloud-enabled app on your iOS device and the file will be added to your drive and made accessible to other apps. If you're working on a Mac (running OS X Yosemite or later) or a PC (running Windows 7 or later) then you can simply drag files into the iCloud Drive folder. After which everything will sync across all of your devices and the files made available across the board.

With iCloud Drive you also have access to the very latest version of your documents. For example, you can start creating a Keynote presentation on your Mac and then tweak it later on using your iPad. All the changes you make along the way will automatically be saved and synced across all of your devices. And as the files themselves are now universal (their use is not restricted to the apps that created them), you can use a sketching up to rough out an idea and then open the file in a dedicated painting app to add some professional sheen. The lack of restrictions is liberating and means that your creativity no longer exists within boundaries when working on your iPad.

All this means that your iPad just became a much more versatile tool for fulfilling all of your work-related needs – be they in the office or working remotely. So now there really is no excuse for not hitting your targets. And your iCloud Drive will only improve and become more efficient over time.

"iCloud Drive lets you not only store files, but open them in different apps as well"
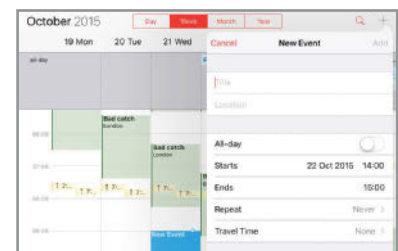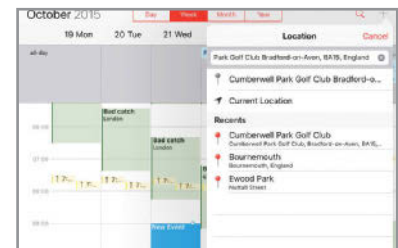
Create a new Calendar event

01: Find the day
Navigate to the day and time you wish to create the event and then press and hold on the calendar or tap the '+' icon.
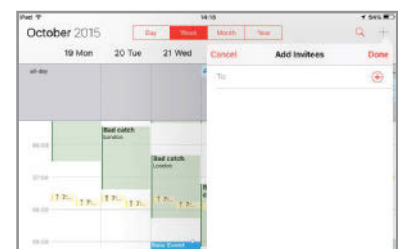

02: Add in the details
Add a title and then specify the start and end times of the event. If it is an all-day event then toggle the switch.

03: Add a location
Add in the postcode of the location and the Maps app will locate it. The more info you provide the better.
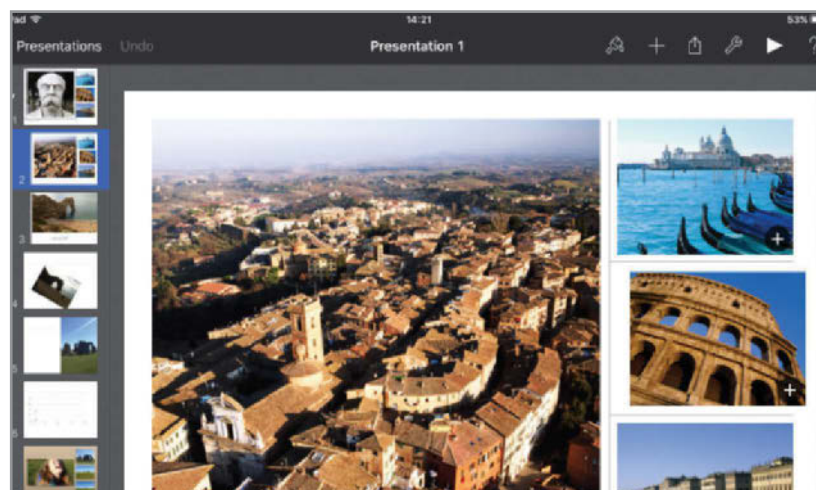

04: Invite people to attend
Now tap on 'Add Invitees' and enter the names and email address of people you wish to invite to notify them.

Apps that will help keep your business ticking.

Pages

Pages provides all of the tools you need for fluid, touch-screen desktop publishing. It offers all the facilities to create all manner of documents, much in the same way that Word did for Microsoft Office. The app offers an impressive array of templates to choose from, allowing you to easily create letters, business cards, newsletters, fliers – even curriculum vitaes – whilst working remotely. You can then use these basic templates as a basis for your own documents or create entirely new documents from scratch. The resultant documents are highly customisable, so you can add and amend as you wish. The app also works with iCloud Drive, so you can import content from other apps.

©Thinkstock

Keynote

The second of Apple's iWork suite of iPad apps, Keynote is the perfect app for putting together eye-catching presentations, much like PowerPoint. You can rely on a vast collection of templates on which to base your own slides, or you can create your own from scratch. Then you can customise as you please by adding in sound files, movie clips and attention-grabbing transitions. Create as many slides as you want and manipulate them into your preferred order, create a set of presenter notes to help guide your presentation along smoothly and, best of all, you can use your iPhone as a remote control to drive the presentation forward. If you have a vision, Keynote will help you realise it and present it seamlessly.

Numbers

The Holy Trinity of Apple iWork apps is complete with this must-have spreadsheet app. If you have information that you need to collate into a chart, table or spreadsheet, Numbers will help you complete the task efficiently. You can create new s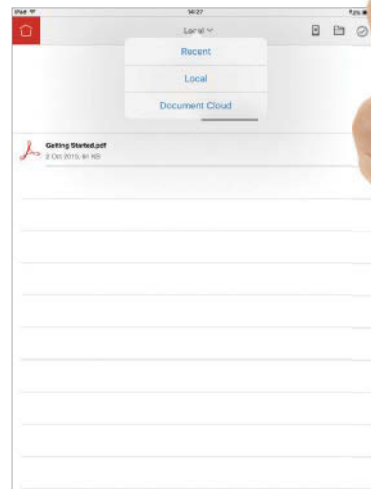heets or use an array of templates on which to present your data. Next you can apply formulae to your cells to get your sheets working hard to calculate data on your behalf. Like Pages and Keynote, the app is also fully compatible with iCloud and data is interchangeable between the three apps, so you can make an alteration to a table you have imported into Pages and it will be automatically reflected in the related Numbers spreadsheet.

Adobe Acrobat Reader

This app is brilliant at handling PDF files, which are crucial to almost any business. Not only does the app allow you to open and view PDFs that you've been sent or you've saved to your device, you can also use the app to annotate PDFs by marking up text, adding sticky notes and using a simple set of drawing tools to add whatever markings you wish.
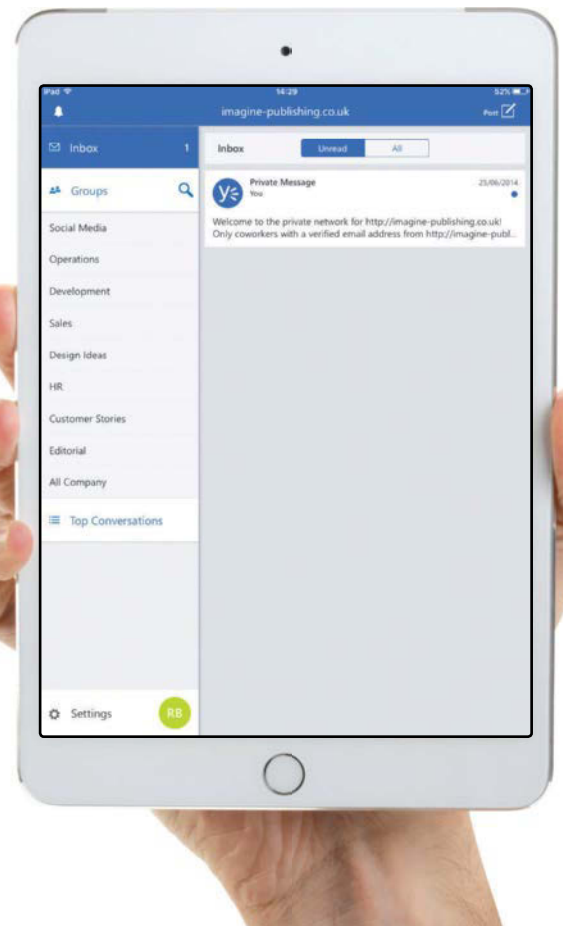
What's more, you can use the app to fill in and sign PDFs, by taping text into editable fields and applying a pre-drawn signature to a document with a single tap. All of your documents can be stored in the cloud, allowing you to access them from whichever device or computer you are working on. There are also numerous in-app purchases to add more functionality to the app, but the free base model will certainly meet most of your PDF needs adequately enough.

Yammer

Yammer is essentially a work-based social network that allows you to hook up with your colleagues, organise projects and ensure everyone on your team is singing from the same hymn sheet. Through the app's simple interface you can collaborate openly with your team, share ideas and work together in real time to work towards a common goal. The app even overcomes any possible language barriers within your organisation by providing support for 25 different languages. Any changes made to any of the projects that you or your team are working on will be instantly communicated to the other connections, making this an efficient app at managing and maintaining workflow.

"You can use the Adobe Acrobat Reader app to fill in and sign PDFs by applying a pre-drawn signature to a document"

Stay in touch.
Anytime, anywhere.

With so many tricks up its sleeve, don't forget
your iPad's a great communicator.

With all the many impressive features your iPad boasts, it can be surprisingly easy to forget that it can also be used as a great communicative device. Although it has evolved to incorporate a multitude of additional features and functions to enhance your life, your device is also designed to enable you to keep in close contact with those who are nearest and dearest to your heart – whether they live just down the road or are thousands of miles away.

As such, your iPad boasts many core apps designed to help communicate with others effortlessly, including FaceTime and Messages. You can even hook up with gaming buddies through the Game Center app if you want to indulge in a little online gaming in their company and flame them with some witty banter. Then there are apps like Mail and Calendar, which offer slightly more formal ways of keeping in touch – the latter lets you create events and invite your friends and family to attend by sending them all the details.

All these apps and more are packed full of settings that can be tailored to suit your specific needs. So, with an iPad there is certainly no excuse to lose touch with

Hook up in Game Center

Online gaming is a massive deal these days. It is a domain where a lot of people keen on playing games online choose to stay in touch. All of your iPad's online gaming is handled through Game Center, which is where you can hook up with friends, send messages and choose which games to play. To add friends, tap on the Friends tab, search for a contact and send a friend request.
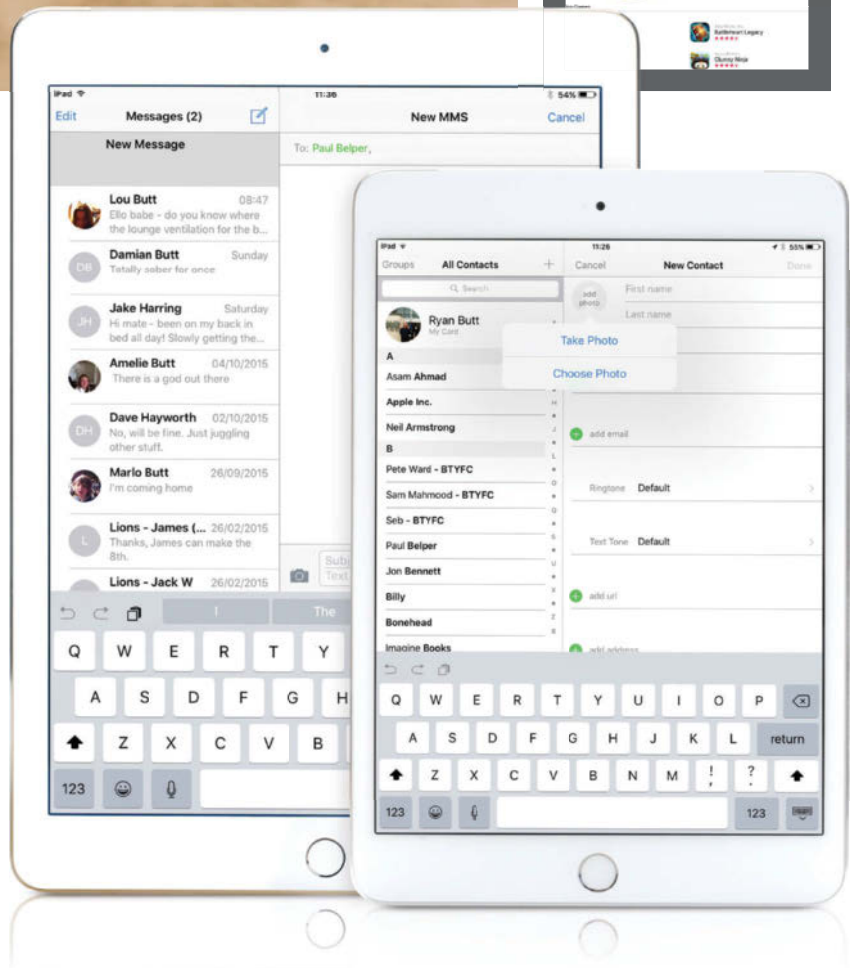
"With an iPad there is certainly no excuse to lose touch with your mates"

your mates. Across the following pages we will go into more depth about how best to use these apps and services, as well as revealing some of their lesser known features to communicate in different ways.

You'll also learn about some of the best third-party apps for sharing your life events with others. You will find thousands of such apps on the App Store, and most are totally free to download and use. So grab your iPad and start communicating with all the people who are important in your life. Once you have mastered how, you will feel closer to them than ever before – no matter what distance is between you.

Make contact

The first stage of keeping in touch, just like the good old days, is to create and maintain a good contacts database. Your iPad comes equipped with an app for this purpose, aptly named Contacts. When you launch this app for the first time you will be presented with a blank database that is ready to be filled – so get started by tapping the '+' icon at the top of the screen to add your first contact. You can
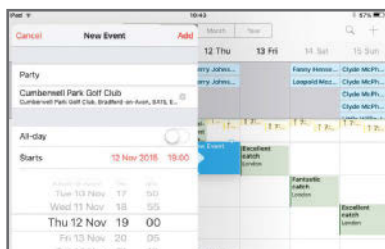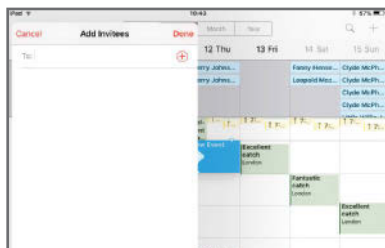
Invite people to a party with Calendar

01: Navigate to the date
In your Calendar app, navigate to the date of the party and then press and hold on the start time.
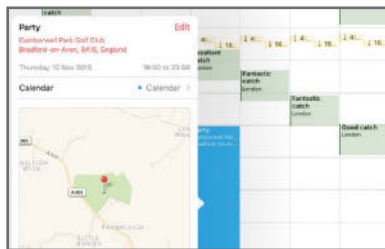

02: Add the details
Now add the details of the party into the various fields provided, including the time and the location.

03: Invite people
Tap on the 'Invitees' field and add in the names and email addresses of all of the people you wish to invite.

04: Add event
Once all the details are in place, tap Add and the event will be set up. Tap on it to monitor the responses from your mates.

start off by adding simple details such as name, the company that the personal works for, if applicable, and phone numbers. If you scroll down then you can also add additional details such as email addresses, the person's street address, birthdays and even social network names and details.

If you wish to add a particular detail that isn't already present to be filled in then you can tap on the 'add field' link at the bottom of the screen and then pick additional fields from the list provided – it's amazing how comprehensive the details that you include can be.

Finally, to tie things up nicely you can also assign a photo to the person you are adding. Scroll back up to the top of the page and then tap on the circular 'add photo' icon to either take a new photo of that person there and then using your iPad's camera, or assigning an existing photo from your camera roll.

Using the contact details
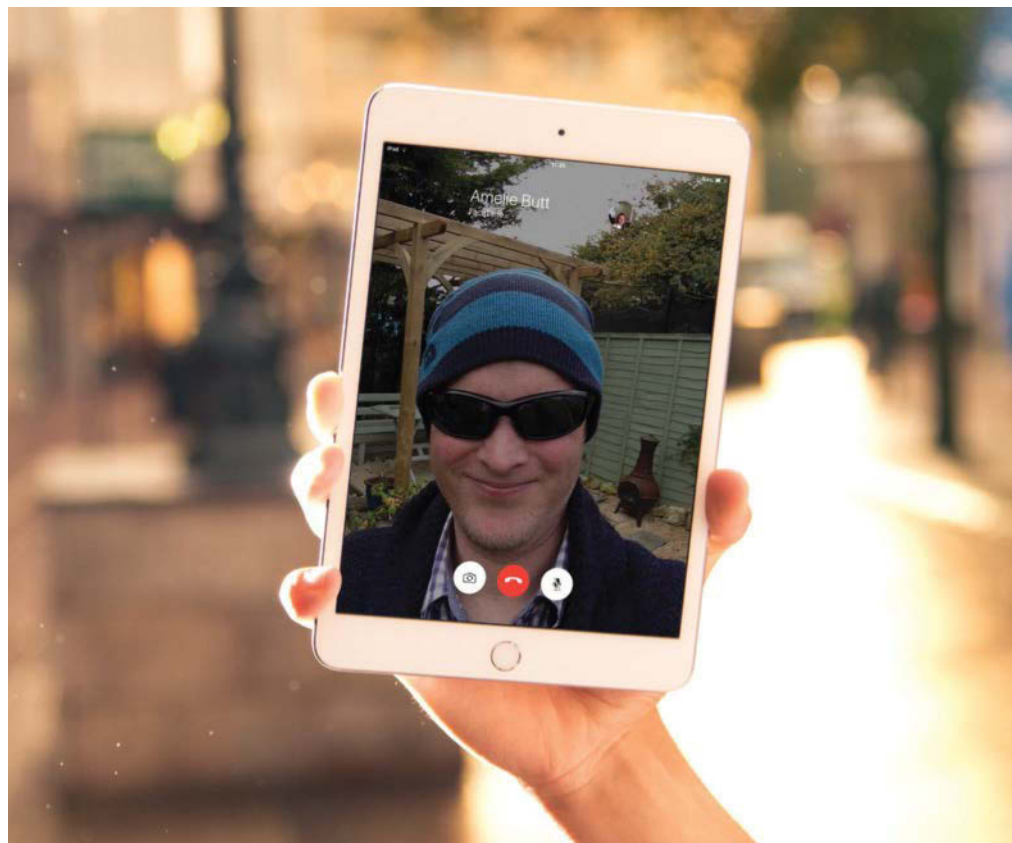Once you have started adding contacts to your database and slowly populating your Contacts app you will start to discover how the core communication apps on your iPad will use these details. For example, the Messages app will use names and numbers to send messages and the Mail app will use email addresses to send emails. Other apps, such as Calendar, will also add key dates relating to people in your database, such as birthdays and anniversaries so that you never forget an important event.

Who needs a phone?
By far the most direct method of communicating through your iPad is via the FaceTime app. Primarily, this app is used for video calling – which means you can connect to people and talk to them face-to-face using your iPad's front-facing camera. Although it takes a little getting used to, before too long you'll find it a great way to stay in touch as it feels like the person you are speaking with is actually in the same room with you. The portability of your device also means you can switch cameras to show the person things of interest where you are.

You don't have to put yourself on screen either because you can also make standard

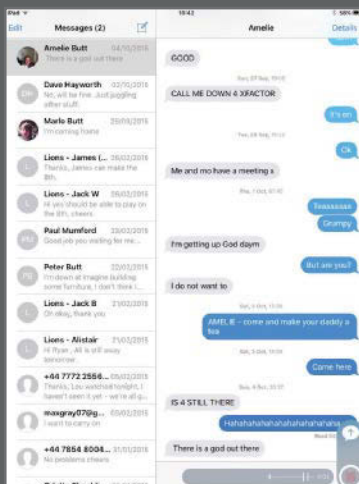## "With FaceTime you can connect to people and talk to them face-to-face"
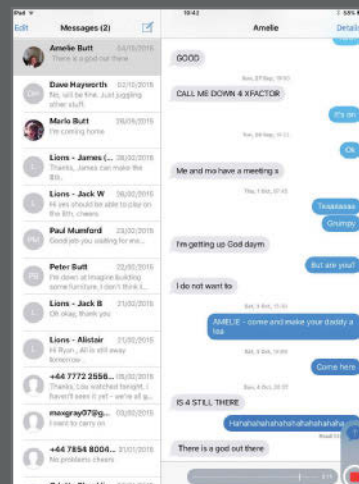
Record an audio message in iMessage

01: Turn on iMessage
Go to Settings and then tap on the Messages section and ensure that the iMessage option is activated by moving the slider to the On position. Enabling this option will allow for the free transfer of media between iOS devices. Now launch your Messages app.

02: Tap the mic
Conversations between iMessage users will be in blue. When you compose your message there will be a microphone icon in the lower-right of the screen – hold this down and start speaking into your device to start recording your voice message. Release the icon to finish.

03: Delete or send
When you have finished recording, either slide your finger to the 'X' to the left of the recording wheel to delete the message or slide your finger up to the arrow icon to send the message to the recipient. It's a really cool feature that you can have a great deal of fun with.

audio calls through FaceTime to stick to the old school method of communicating, which some people prefer.

Messaging on your iPad
Text messaging is much the preferred method of staying in touch for many people because it's so quick and easy. Your iPad comes equipped with the perfect app for sending and receiving text messages. All of the messages that you send to, and receive from, a particular person will be grouped together in conversation windows, making them easy to track. What's more all of your text conversations will be listed in chronological order within the app, with the most recent at the top of the screen.

When composing a new message, you can type the name(s) of the recipient(s) straight into the 'To' field, or you can tap on the '+' icon to the right to add people from your contacts database. Be careful when doing this though because the '+' icon is situated a little too close to the 'Cancel' option. If you hit Cancel by mistake when intending to tap the '+' icon

to add more recipients, you will close the message and, in the process, any text that you may have already written.
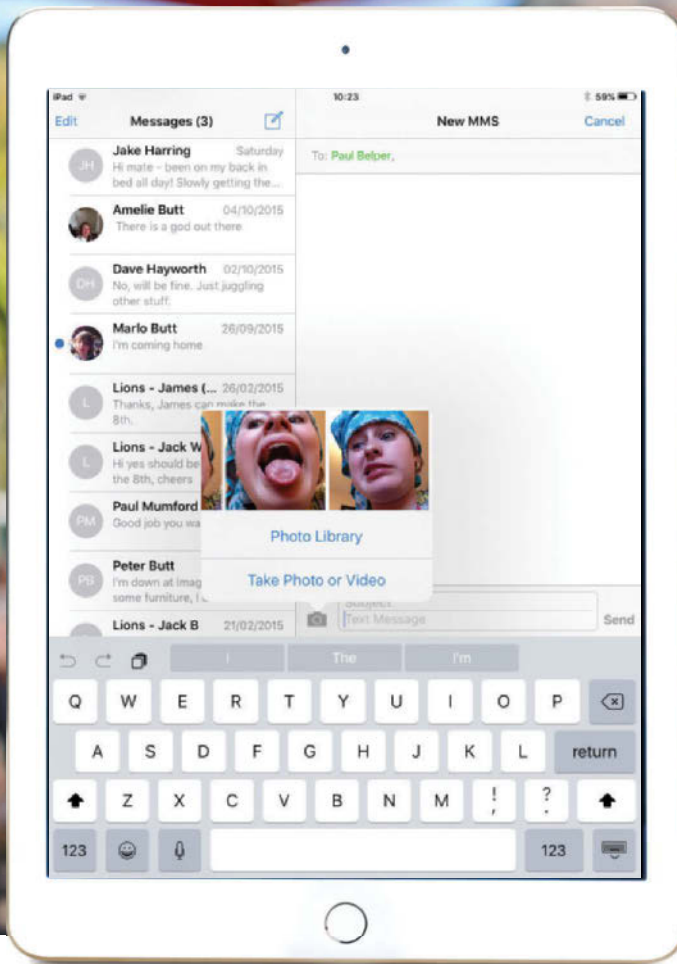
Before you start using the Messages app, it's worth launching the Settings app and tapping on Messages to find a wealth of options available to tailor the Messages app to your needs. For example, if you turn on the 'iMessage' option you will be able to send unlimited free messages to other iOS and Mac OS X users over an internet connection. You can tell if the other person has iMessage enabled too because the text conversations will appear in blue speech bubbles instead of the standard green. Also within the Settings app you can set up Text Message Forwarding (to allow your text messages to be sent to other devices that are signed into your account), enable Read Receipts (so that the people who send you text messages know when you have read them) and much more.

Depending on what type of message you are composing in the Messages app (as in whether it is a standard text

message or an iMessage), you can also add pictures or even audio messages. If you wish to add an image, tap on the camera icon to add an existing image from your Photo Library or take a new photo or video in-app. If you press and hold on the microphone icon you can record an audio message and instantly send it to the intended recipient (but only through iMessage).

As you compose a text message you will be presented with your iPad's touch-screen keyboard to type with. Obviously this will be set to the language you chose when initially setting up your keyboard, but you can add additional keyboard layouts by going to Settings> General>Keyboards and tapping the 'Add New Keyboard' option. When you add new keyboards you will be able to access them from the keyboard within the Messages app by tapping the key in between the 123 key and the mic key to the left of the spacebar.

One of the additional keyboard layouts you can add in Settings that may prove particularly useful when texting is

the Emoji keyboard. This offers a selection of fun symbols, such as smiley faces, that can help you convey your tone or mood.

Communicate through other core apps

Aside from texting or FaceTiming, it is possible to stay in touch using other core apps that come as standard on your iPad, including Mail, Game Center and even Calendar. The Mail app is self-explanatory – you simply compose an email and send it to your intended recipient. However, if you wish to send attachments, such as photos and other types of media then you must do so from within the app in which they are stored – in this example (below), the Photos app. Simply navigate to the image you wish to attach to an email and tap the share icon; select Mail as your chosen means of sharing and the image will be attached to an outgoing email. All you need to do is fill in the recipient's details and a message before sending it.
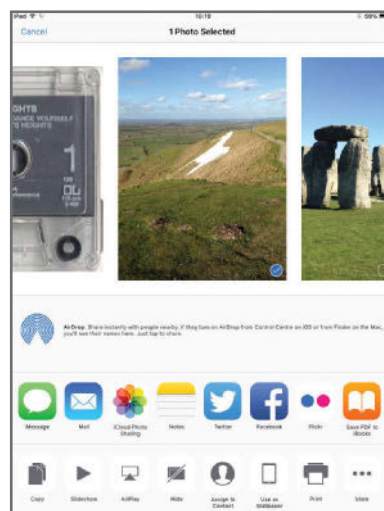
If you use your iPad for gaming you will probably already be aware of the Game Center app. If not, it is the portal through which you can find new games to play, track your achievements and high
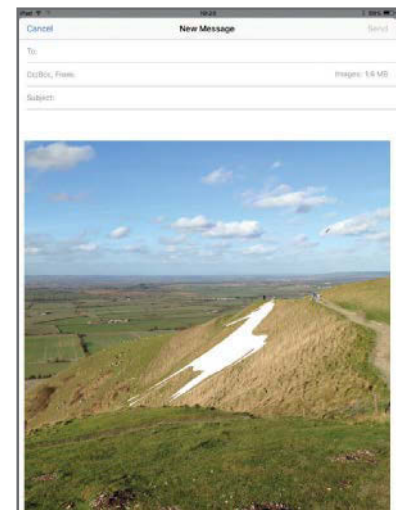
Email photos to friends

01: Select an image
When emailing certain attachments, you don't use the Mail app, but send from the app in which item resides, in this case Photos. Open the Photos app on your iPad and then navigate through your camera roll to the image you wish send. Tap on the image to open it up full screen.

02: Tap share
Tap the share icon in the top-right corner of the screen and the current image will be highlighted with a tick. You can tap to add more images if you wish. Once you have selected all of the images that you wish to send, tap on Mail as the preferred sharing option from the selection below.

03: Attach image
The selected image(s) will now be attached to a blank Mail document. Fill in the recipient(s), subject and add in any additional text that you want to accompany the image and then tap Send. Depending on the size of the image it may take a little while for the email to send.

"Find My Friends lets you keep track of the location of your friends"

scores, and meet fellow gamers. You can befriend anyone through Game Center by searching for names in the Friends section or responding to recommendations that are based on existing friendships. Once you have a network of friends built up within the app you can go about challenging them to online games to setting Challenges based on your own gaming activity. It's an altogether more enjoyable way to stay in touch!

Finally, you can contact people you know through the Calendar app. This may sound strange, but one of the most useful aspects of the Calendar app is the way in which you can set up new events and invite people to attend through the app. When setting up an event, after factoring in all of the relevant details, such as location and time, you can invite people to attend by entering their names, email addresses or Apple IDs. They will then

receive a notification about the event and you will be able to track their responses through the app to get an idea of the final numbers closer to the event.
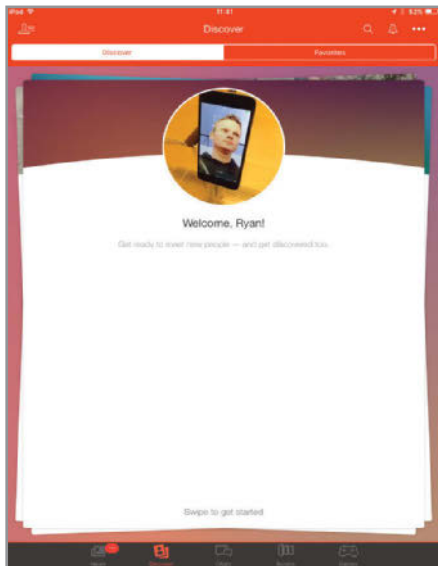
Another good way to stay in touch with people is through your iPad's Location Services, and in particular an app called Find My Friends. Developed by Apple and free to download from the App Store, Find My Friends lets you keep track of the location of your friends so that you can tell, at-a-glance, where they are on a map. This means that if you happen to be out and notice that one or more of your friends are nearby, you can contact them to arrange a meet up. When you download the app, tap the 'Add' option in the top-right of the interface and then enter the names of the people you wish to add. They will then be sent an invitation (if they have the app); if they accept they'll be added to your friend list. It's as easy as that!

Mastering FaceTime

FaceTime is a great app for staying close to friends and family members who also have access to iPads, iPhones or Macs with built-in iSight cameras. To start chatting on FaceTime you just need to enter a name, email or phone number and you can hook up with that person for free, so long as you have Wi-Fi or mobile internet access. Once engaged in a FaceTime video chat, the options available are fairly simplistic. You can switch to the front-facing camera, perhaps to show the person on the other end of the line what you're doing or where you are, and even mute the sound – ideal for when you have to temporarily deal with an urgent matter without having to cease the conversation altogether. You can go to Settings>FaceTime to set up the addresses you are available at for FaceTime and add any unwanted numbers to your blocked list.

Top third-party communication apps.

Tango

Tango offers functions for voice and video calls as well as unlimited text messaging to all of your contacts. You can also share photos as well as status updates, and it all works over Wi-Fi so you don't even have to eat into your precious data allowance.

Tango also boasts a wide range of original and quirky features that you won't believe you ever lived without. For example, after setting up your own personal profile you can browse the profiles of other people to see what interests you share, before adding people to your contacts. You can also play games while in a call, including Tic Tac Toe and Checkers. Tango provides the opportunity for you to challenge your friends to over 15 standalone games – so the fun need never end!

As the service is free to download and use, there is no reason why you and your friends can't get in on the action right now.
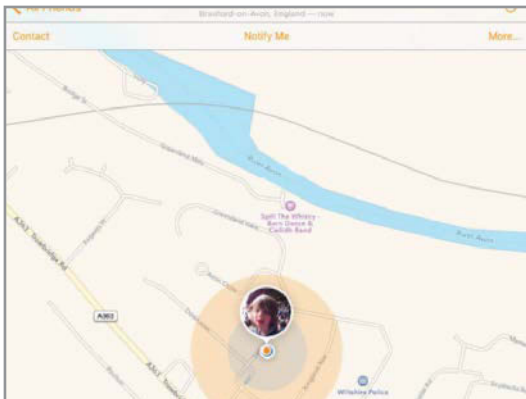
> "Set up your own personal profile then browse the profiles of other people to see what interests you share"

Messenger

This app is a companion to Facebook that lets you communicate privately with all of your Facebook friends. For some reason, the powers that be decided to migrate the chat service from within the standard Facebook app and create a new standalone app for this purpose – although mercifully it's still free to download. Through this app you can hold text conversations with your friends or, if you'd prefer, enjoy free calls or video chats. You can also set up group conversations and easily check which of your friends are online and available to chat. The interface is simple to grasp, fun and engaging, making it a good app for snappy-chatting – it's just odd that it wasn't all kept within Facebook's standard app.
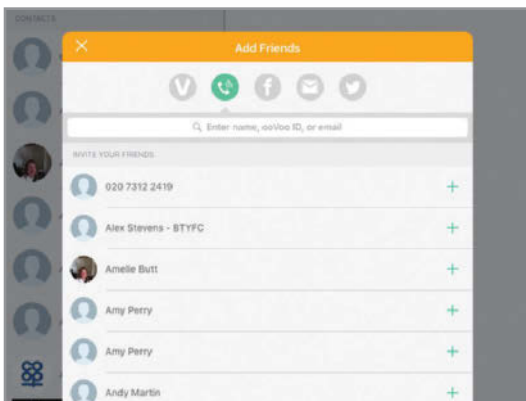
Find My Friends

This app is developed by Apple and it allows you to easily locate your friends and family using your iPad. Just invite friends to share locations by choosing them from your Contacts database or entering their email addresses and when a friend accepts your invitation and installs the app on their device you can start following them immediately. It's a good way to see if anyone you know is near to your present location so that you can hook up and you can even set up location-based alerts that can notify you when a friend arrives at the airport or a child leaves school. Not only is it a cool system to see who's around, it can also provide piece of mind to let you know where your children are and that they are safe.

ooVoo – Free Video Call, Text and Voice

Like other apps such as Skype and Tango, ooVoo lets you make free, high-quality video calls and send unlimited text messages to your friends and family. Video calls can be the standard one-on-one or, if you prefer, hook up with up to 12 people at once! You can also make free voice calls, essentially turning your iPad into a handset to communicate with your nearest and dearest without the need for a SIM card. The interface is clean and easy to use and the video and audio quality is very good with little or no distortion. So if you fancy transforming your iPad into an oversized iPhone then this app provides all of the tools you need to make it happen – did we also mention that it is free to download and use?

Skype

Once focused purely on video calls, the service provided by Skype has grown significantly in recent years and now boasts free text messaging and voice calls too. Even if the people you wish to contact aren't on Skype, you can still contact their mobile or landline numbers at a low price-point (you can top up your account with Skype Credit for this purpose). However, seeing as Skype has over 300 million users worldwide, you're unlikely to have to pay a dime for the service. Skype's interface is very simple and you can build up your own database of contacts by using the search function to look for their Skype names, email addresses or their full names. Once they have been added you can engage in a video chat straight away that's almost as good has having them in the room with you!

Entertainment, anywhere.

From the latest box sets to record-breaking blockbusters, let your iPad entertain you.

The moment you unwrapped your iPad and turned it on, you will have likely felt a wave of excitement at the possibilities that lay in store. With its Retina touchscreen, uncompromising performance and crisp stereo sound, your iPad is perfectly equipped to handle the very best in entertainment.

Which is just as well, because there is certainly much to enjoy. Your iPad can be used to showcase the very best of Hollywood with lots of amazing films available for your viewing pleasure, whenever you like. You can also sit back in the comfiest of clothes and watch hour after hour of your favourite television series, made by some of the best producers across the world.

The beauty of the iPad is that it is portable, which enables you to watch what you want, exactly when you want, no matter where you may be. There is a headphone socket, so it's like having your own mini-cinema to hand without the worry of distracting other people, and it certainly makes train or plane journeys more interesting.

What's more, there are so many dedicated apps available on the App Store which deliver entertaining content straight to your device that there is no need to mess around with website addresses – all you need to do is press the relevant app icon and you can be transported into a world of entertainment.

The iPad is also superb for the whole family. You can stream live channels to your iPad which means you can watch one thing, while someone else in your household occupies the television to watch something else. There is lots of content for children, to keep them busy on those long and otherwise dull journeys.

You don't even have to worry about missing your favourite shows. With so

many catch-up services, even television recording devices are becoming obsolete. One thing is for sure; with an iPad close by, you will never be bored again.

Always in control

One of the most frustrating things is sitting in front of the television, flicking through the channels, only to find that there is nothing on. The problem with standard television is that it runs on schedules and there is a great risk the show you want at the moment you are sat down, isn't available in your time slot.

Of course, one of the ways around this is to record the programmes that you enjoy the most and watch them later. This way, you can also skip through the annoying adverts. But what if you are out and forget to set the recorder? Fear not. Many television service providers now have apps that let you record programmes to your set-top box remotely.

In the UK, for example, the Sky+ and Virgin TV Anywhere apps enable you to

they cover a multitude of genres. You can choose from action and adventure, classic movies, comedy, documentaries, drama, horror, independent films and family-friendly flicks. There are also foreign films to explore and enjoy.

The way you gain access to this content varies. You can buy films and TV series outright or you can rent them. You also can download them straight to your device and watch them even if you don't have a Wi-Fi connection. As well as offering standard and high-definition quality, the iTunes Store even lets you share content with family members thanks to a feature called Family Sharing. It allows others to see and download any TV shows and movies you have bought to enjoy on their own devices.

Best of all, there is no chance of moaning about a lack of content. New films and television programmes are added to iTunes all the time and you can usually see instantly whether they are worth downloading or not. Users of the

Free films

Full-length feature films are shown for free on YouTube but finding them will entail typing in lots of different movie names in the hope that one you want to see has been uploaded. To make life easier, a page on Reddit called Full Movies On YouTube has been created which lets you filter by decade, resolution and genre. View it through Safari at **https://www.reddit.com/r/fullmoviesonyoutube**

"It's the joy of entertainment on the go which is the iPad's true strength"

view the television schedules. They inform you of what is coming up and they also let you to record the shows. Since many set-top boxes are not connected to the internet, a message is sent to it, asking for your shows to be recorded. You never have to miss a thing.
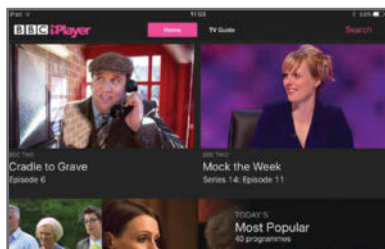
It is also possible to control your television using an app. Many television manufacturers, including LG, have been releasing remote control apps such as the LG TV Remote. There are also apps which act as universal remotes. The award-winning (yet pricey) iRule can be set up for all sorts of entertainment systems, while Simple Control puts lots of TVs, cable and satellite boxes under the control of your iPad. The Remote app enables you to control Apple TV.

For your viewing pleasure

Yet it's the joy of entertainment on the go which is the iPad's true strength and Apple has ensured you can get going as soon as you power up your device for the very first time. With the iTunes Store app, you are able to buy not only music but films and TV programmes. There are hundreds of thousands of goodies on offer and
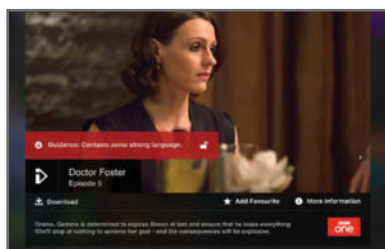
Download a TV show with BBC iPlayer

Find a show
Launch the BBC iPlayer app and find a programme that you want to watch from the many that are available.
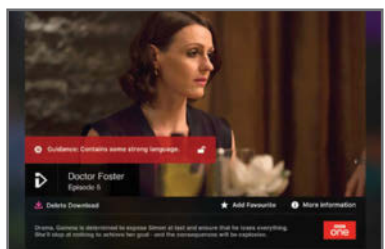

View the details
The details of the programme will be shown together with an option to Download the show. Tap this.

Time left
The app will tell you how long it will take for the programme to download to your iPad and the size of the file.

Watch it later
The file is saved. You can keep the programme for offline playback for 30 days. It is then removed.

iTunes Store are usually quick to let you know what they think about the content in the reviews accompanying each digital slice of entertainment. There are star ratings and trailers to view, too.

Catch up – now
But you don't have to stick with what Apple offers, as good as it is. Many third-party companies also provide content. And among the most popular types of entertainment apps are those which let you catch up on the programmes you have missed. This is particularly good for discovering shows after you have had a chance to record them. And when everyone is talking about a new hit box set at the water cooler at work, you can usually use a catch-up service to see what the fuss is about and join in the conversation.

Some of the biggest names in entertainment have catch-up services available including the BBC, NBC and Comedy Central. Indeed, in the UK all of the main terrestrial channels have a catch-

up service. The ITV Player is dominated by reality television shows from *The X-Factor* to *I'm A Celebrity* while All 4 offers streaming pulled in from Channel 4's entire range of channels which include E4, More4 and Film4. Demand 5 is Channel 5's catch-up app. Best of all? They're all free.

There are also dedicated sites available for specific television programmes in some countries such as the South Park website in America which lets you watch episodes. Each service tends to have its own way of working, with some of them allowing you to simply stream the programmes to your iPad and others letting you download the content you want.

Streaming is extremely popular and your iPad is fully equipped to handle the video that is beamed to your device. As long as you have a good Wi-Fi connection, it works well and the best thing is that you don't need lots of storage space on your device. The programmes are merely fed through the app and when it finishes, no footprint is left. It means you can continue

"Streaming is extremely popular and your iPad is fully equipped to handle this"

to enjoy programme after programme without worrying that the iPad is filling up.

Wealth of content

Two of the most popular streaming services are available on your iPad, too: Netflix and Amazon Prime Video. Netflix has grown over the years into one of the most essential television services around, with lots of critically-acclaimed exclusives such as *House of Cards*. Meanwhile, Prime Video has also been producing its own shows and both companies have become familiar faces at the Emmy awards.

These services do come at a cost but it is relatively low in comparison to the amount of content that you get in return. They are joined in Britain by NOW TV, which has been created by Sky (Sky also has an app called Sky GO that gives subscribers to its satellite television package access to many of the channels via an iPad). NOW TV is a subscription service which lets you watch entertainment channels and films, in addition to being able to stream sport through your iPad with the major attraction being Premier League football. With BT Sport also enabling you to stream

this competition and the Champion's League as well, for sports fans the iPad is certainly a result.

There is plenty of free content, too. The American app, Crackle, lets you watch television programmes and movies ranging from *Men in Black* to *Bad Boys*. For those unable to download Crackle, there is YouTube. It used to come as a built-in app with iOS but you have to download it now. Even so, it will surprise you because there are lots of full-length films on there. Not all of them have been uploaded legally, it has to be said, but the content is there to be found, nevertheless.

So as you can see, the iPad is a versatile entertainment device which is capable of running just about any kind of video. The only video format you definitely will not be able to view is Flash. Apple made this decision a few years ago but such is the company's power, many website designers have since abandoned Flash in favour of technology that can be viewed on the iPad. This is very good news because it shows that content providers value iPad users, meaning your device will keep you entertained for many more years to come.

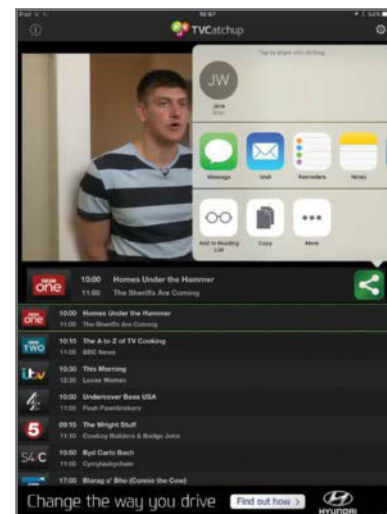# Ensure you never miss a live show with the TVCatchup app

01: Watch TV immediately
Download the TVCatchup app from the App Store. Upon launch, it will check that your ISP will allow you to watch the content. If so, you will see a live BBC One programme and have the opportunity to change the channels by pressing one of the logos in the bottom half of the screen.
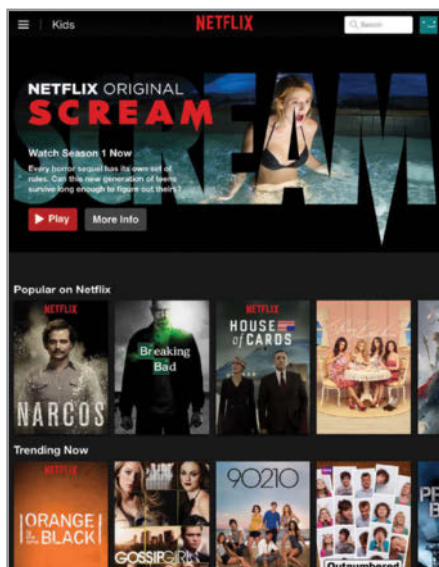
02: Change region
In the UK, ITV and Channel 4 have different programmes depending on where in the country the channels are being broadcast. You can change this by going to the settings within the app and selecting TV Region. Choose the part of the country you wish to view and it will change for you.

03: Share content
Like what you see and want someone else to share it with you? As you are watching a programme, you can tap the Share button which generates a link to use on social media or SMS and email. The programme name will appear and anyone clicking the link will be taken to the App Store.

Four of the slickest entertainment apps.

Netflix

For the price of a monthly subscription, Netflix enables you to access its content at any time without restrictions, making it similar to an on-demand television channel that will never leave you short of something to watch.

The app is very easy to use. You can watch the most popular films and box sets as well as receive recommendations based on what you have watched. Playing content is merely a matter of tapping a title and selecting Play. You can choose individual episodes to watch and the app remembers which ones you have seen.

You can have up to five individual profiles, so even if you share your iPad you can tailor your experience. Upon launch, you will be asked which person is viewing. When you select your name your settings are loaded and recommendations are shown.

Streaming quality is spot on and on a good Wi-Fi connection, you will find no issues of buffering. There is also some great content exclusive to Netflix.

"You can choose individual episodes to watch and the app remembers which ones you have seen"

blinkbox Movies

For those who love their films and TV series, blinkbox Movies is a must. It enables you to buy films in high definition and standard definition, working on a pay-and-watch system.

Although this app does not let you actually buy films or programmes directly through the app – for that you'll have to go to the blinkbox website – it does allow you to play those you have already purchased. It's all very simplistic with few options, and yet that works in its favour because it just lets you get on with watching.

The beauty of this service is that films tend to be released on it at the same time as they become available on DVD and you can also begin watching on one device and finish off on another. What's more, if you have Chromecast, the content from your iPad can be viewed on your TV.

TeeVee 3 – Your TV Shows Guru

As well as watching television and movies on your iPad, you can also use the device to find out more about the shows you like the most. TeeVee 3 not only looks and feels great but it lets you know when your favourite shows are on, makes recommendations and gives you lots of information from cast lists to episode guides.
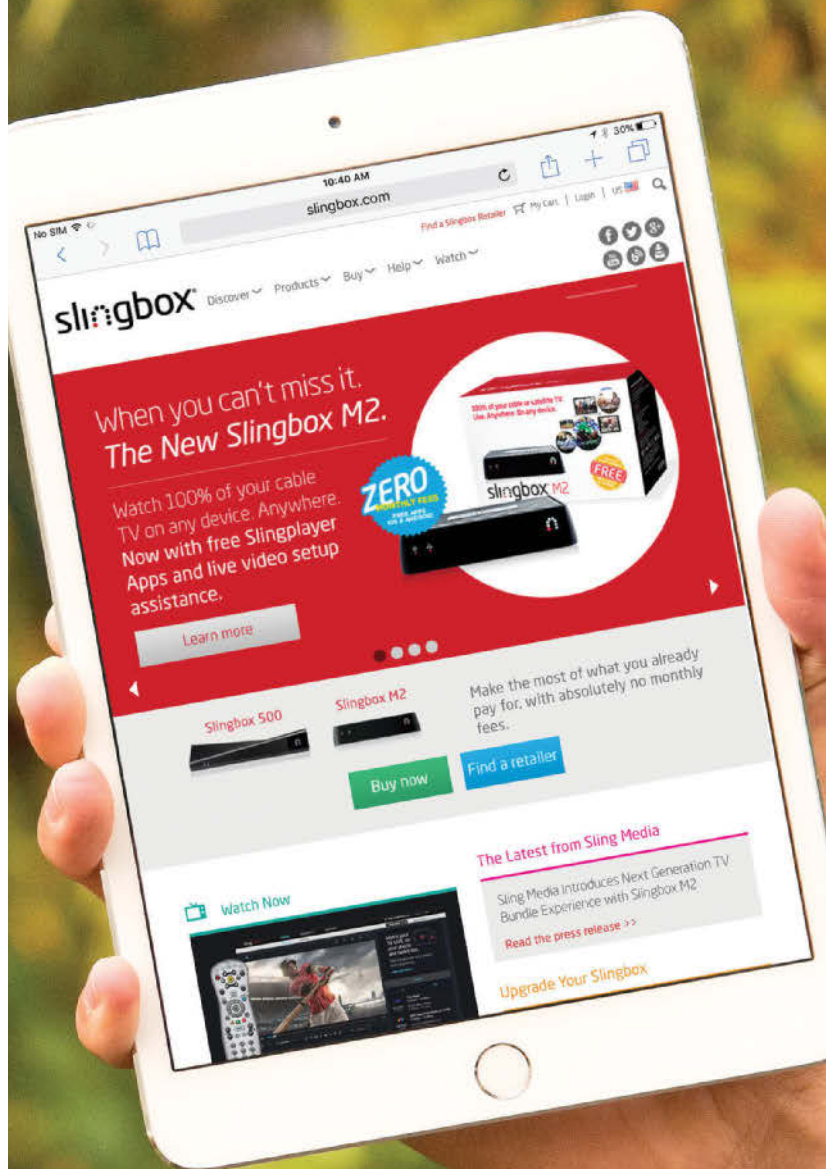
You start by choosing from the shows that are shown when you first launch the app. It isn't entirely comprehensive – there will be many programmes, we're sure, that are missing which you absolutely adore – but it offers a very wide spread and encompasses so many of the biggest programmes around today, from *Criminal Minds* through to *Homeland*.

HBO Go

Subscribers are able to enjoy a rich array of content from the stables of HBO direct to the iPad and what a selection there is: from *Boardwalk Empire* to *Game of Thrones*, HBO is one of the best makers of television out there. There are also films including *Horrible Bosses 2* and *Gone Girl* as well as a host of documentaries. All of the content plays on a full screen which maximises the brilliant display of your iPad.

For those who do not have a subscription to HBO, there is another app called HBO Now which does the same thing as HBO Go but works independently. To view shows via this app will set you back $14.99 each month but we see that as a very small price to pay for amazing content.

TV blocking

When looking to view TV programmes on your iPad, one of the problems you may well come across is access rights. Licensing issues often means that some channels and programmes can only be shown in certain countries. If you want to watch American channels in the UK or UK channels in the USA, for example, you are likely to hit a wall.

One of the best solutions is a Slingbox. It lets you take whatever channels your TV service provides and 'slings' them to your iPad. Since the source of the channels remain in the country you are from, this gets around the rights issue. The makers say it is great for frequent travellers and expats. You have to pay for the box and for the app, though.

Creativity, reimagined.

The iPad is your powerful and portable digital canvas for art, music and design.

For years, Apple products have been widely regarded as the preferred choice for creative professionals. Designers, artists, composers and developers are empowered by the flexibility and reliability of its products, from desktop solutions through to mobile apps. The beautifully thin and light iPad, featuring a large 9.7-inch display and powerful hardware, has ushered in a new era of mobile computing and creativity.

It's incredible to think the iPad has only just celebrated its fifth birthday. The world's most popular tablet has come a long way since Apple unveiled it as 'one more thing' back in 2010.

In the beginning, many dismissed it as simply a larger iPod touch, but as Steve Jobs famously said, "People don't know what they want until you show it to them". App developers have taken advantage of the extra power and screen real estate – reimagining entertainment, productivity and most excitingly, creativity apps. The iPad is now far from just being a device for content consumption; it's a powerful content creator.

A device designed for work as much as play, hundreds of thousands of apps are available to download from the App Store. First-party apps optimised for iPad such as iPhoto, iMovie, Pages and GarageBand give users all the tools needed to create something completely unique, from composing music to editing movies and writing scripts.

So what makes the iPad so special? The latest iPad Air 2 weighs just 437g and is thinner than a pencil. The new 7.9-inch iPad mini 4 is even lighter at 298g, while still offering the same high-resolution Retina display and A9 processor as its bigger brother. While the portability, long battery life and ease of use afforded by its svelte design make the iPad enjoyable to use, it's the iOS software and apps that make it a truly innovative and inspirational device. The combination of advanced mobile hardware and original apps have managed to redefine and reimagine creativity for the 21st century.

The iPad's popularity with consumers, both casual and professional, has resulted in the device becoming a real hub for creativity – inspiring and enabling its users to design, compose and create, using brand new technology.

App Store

The App Store is available on all iOS devices and showcases hundreds of thousands of free and paid-for apps. If you are looking for a specific app, you can enter the name in the search bar, select one of the store's tabs – including Featured, Top Charts or Explore – or you can simply filter according to category.

Make beautiful music

The iPad isn't just a tool, it's also an instrument. GarageBand, the popular music-creation app, enables you to play, mix and record your own songs. With hundreds of sound loops available and a range of virtual instruments to choose from, you can create new and original tracks in minutes. While playing with loops and tapping virtual fret boards is fun for the casual user, enthusiasts and professional musicians will want to take advantage of the app's full recording studio features and ability to plug in and record your own instruments and mics.

You can create up to 32 tracks on your iPad using any combination of virtual touch instruments, audio recordings and loops. The user interface is simple and will

be familiar to anyone who has used audio-editing software. With your finger you can add, trim and arrange musical regions and create whole new sections with a simple tap of the plus icon. iCloud syncs your GarageBand sessions so you can continue where you left off on your iPhone or take it further on your Mac. The speakers on your iPad do a good job and offer reasonably loud and crisp sound, but for the optimum experience, a good pair of headphones is always recommended.

GarageBand is just one example of an app that reimagines creativity – putting a recording studio in the palm of your hand.

Be in the director's chair

If you consider yourself more of an aspiring filmmaker or are simply someone who

"The iPad's beautiful display is the perfect home for beautiful art"

Styluses

Before Apple launched the new Apple Pencil, a range of pens, pencils and styluses were already available for the iPad.

The Sensu Artist Brush & Stylus is a sleek and simple capacitive stylus that makes drawing, painting and just generally navigating the iPad a much more precise and pleasant experience. As the Sensu is a capacitive stylus, it works with any app on the iPad as its input is registered in exactly the same way as your finger.

Another option is the Adonit Jot Touch, a Bluetooth stylus that offers pressure sensitivity and customisable buttons. Unlike a capacitive stylus, the Adonit Jot Touch won't work with every app but is supported by many of the best art and design apps out there.

One of the most stylish options available is the FiftyThree Pencil. Available in Graphite or Walnut, its large rubber tip may not be the most precise but it certainly makes using the company's Paper app more enjoyable.

enjoys making videos, check out iMovie on the iPad.

From cute cats and hilarious fails to Hollywood trailers and feature-length films, iMovie lets you easily create, edit and export movies. The latest iPhone 6s and iPad Pro can even edit videos at 4K resolution, making great use of the iPad's crisp Retina display.

You're sitting in the director's chair with iMovie as you choose from eight unique themes and ten stylish video filters with matching titles, transitions and music. Import media from an external camera or select pictures and video from your iPad's own gallery to start crafting your movie. Simple cutaways, picture-in-picture modes and slow-motion video are among a range of special effects. Utilising Multi-Touch gesture, resizing and repositioning media on the timeline is easy and intuitive.

While iMovie lacks many of the advanced editing features available in professional video-editing suites like Final Cut Pro or Adobe Premiere Pro, the price, simplicity and convenience of editing video on your iPad makes iMovie a must-have app for creative cinematographers.

A digital canvas

The iPad's beautiful display is the perfect home for beautiful art. Bright, colourful and sharp, the Retina display is a digital canvas for everyone from doodlers to professional artists. Sketch, paint and draw with apps like Procreate, ArtRage, Paper, iDraw, ASKetch and Adobe Illustrator.

Compared with 'hybrid' apps that include both iPhone and iPad interfaces, developers who optimise their apps specifically for the iPad's hardware can unlock the tablet's true potential. Procreate by Savage Interactive is an intuitive digital illustration app that provides you with a large 4K canvas to sketch, paint and create. You can choose from 120 brush types which are individually rendered by the advanced brush engine, taking advantage of the latest iPad's 64-bit performance to enable smooth drawing and painting.

Creativity on iPad comes in all shapes and sizes, for example Draw Something by OMGPOP is a popular Pictionary-style social-drawing app where you choose an object to draw in order to help the other player guess what it is. The more challenging the object is to draw, the more points you are awarded if the other player guesses correctly. By combining a simple drawing experience with a multiplayer element, Draw Something on iPad adds a social layer to art which is a prime example of how the iPad has reinvented creativity.

While drawing with your finger is fun and suitable for the odd painting or sketch, it's not the most accurate and

can't compete with a dedicated stylus or pen. These types of peripherals are much more precise and offer greater pressure sensitivity, which is essential for artists and creative professionals. Although apps like Paper by FiftyThree offer an optional stylus, until now there hasn't been an official offering from Apple.

Unprecedented power

Launched alongside the new iPad Pro, the Apple Pencil is designed to expand on the versatility of the iPad and let you be even more creative. Featuring a huge 12.9-inch Retina display, the iPad Pro is powered by the latest A9X chip and 4GB of RAM, providing nearly double the CPU performance of the iPad Air 2. This unprecedented level of power in a

tablet gives the user the ability to perform more advanced and demanding tasks like editing 4K video in iMovie or running complex professional apps like Adobe Photoshop smoothly. At just 6.9mm thick and weighing 713g, the iPad Pro is only slightly heavier than the original iPad despite offering 78% more screen space. This extra screen real estate means your GarageBand instrument, iMovie timeline or digital canvas is bigger and more immersive than ever.

Apple boasts that the new Pencil for iPad Pro is both completely familiar and entirely revolutionary. As you use the Pencil, it's being scanned by the iPad 240 times per second giving it twice the data points it receives from traditional finger inputs. As a result, the Pencil is far more

precise and responsive. Pressure and tilt sensors enable you to adjust line thickness as well as add shading in the same way you would with a pencil and paper.

Pencil works well with most preinstalled iOS 9 apps as well as a range of apps available from the App Store. The updated Notes app, for example, takes advantage of the Pencil by letting you annotate, sketch and doodle quickly and accurately.

A new layer of creativity

Adobe's Illustrator and Autodesk's SketchBook are among many third-party companies who are optimising their professional apps for the new Pencil accessory. Whether you are sketching with ink, painting with a brush or measuring with a digital ruler, the Pencil adds a whole new layer of creativity and productivity to various iPad apps.

So how does a tablet reimagine creativity? As Apple continues to innovate and launch new hardware, from bigger and more powerful iPads to innovative accessories, developers will take advantage of new technologies to create more unique and exciting apps.

Whether you use your iPad to enjoy a quick game of Draw Something or are a professional artist or musician creating original and amazing pieces of art, there is something for everyone on the iPad's App store.

Digital art is the future and the iPad is your canvas. The only question left to ask is 'what will you create today'?

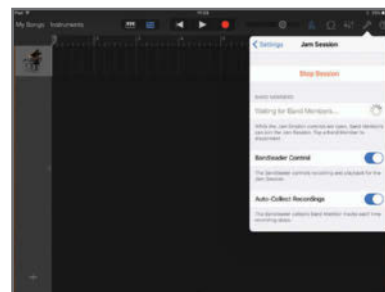## Mix and master music in GarageBand for iPad

01: Play virtual Instruments

Opening GarageBand for the first time, you will see a carousel list of virtual instruments. You can also find the Audio Recorder and Sampler instruments here. The iPad features a ten-point multi-touch display so playing the piano or strumming a guitar with your fingers feels great.
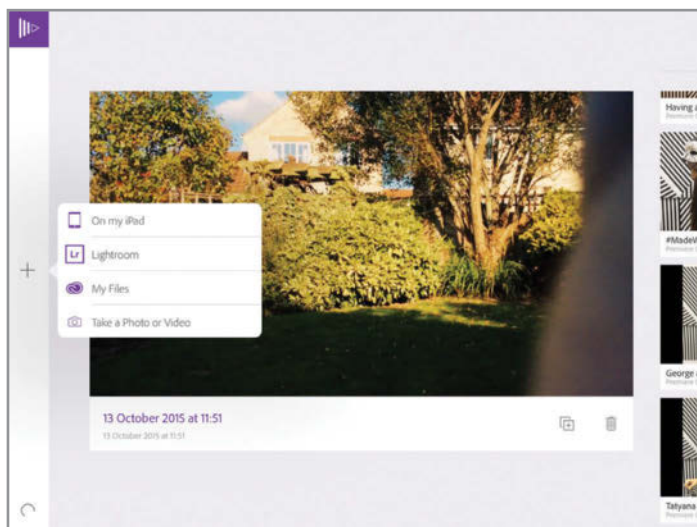

02: Create a new track

Switching to the Tracks view lets you create new tracks. You can add, record and arrange tracks to create songs up to 320 bars long. Tracks are presented in horizontal rows alongside an instrument icon. Add real or virtual instrument recordings or choose from dozens of Apple Loops.

03: Start a Jam Session

Be the band leader and create a Jam Session or join other band members over a Wi-Fi or Bluetooth connection. Playback and recording are synced so everyone can play and record together. In the Jam Session controls, Create Session or Join Session, plus Leave Session when done.

Best alternative creativity apps.

Adobe Mobile apps

Adobe's popular Creative Cloud software is also available for iOS. You can sketch, draw, paint, edit photos and make videos using the professional suite of creativity apps. Adobe Illustrator Draw and Photoshop Sketch are designed for drawing and design while Adobe Slate, Voice and Premiere Clip boast document, audio and video-editing features.

If photo editing is important to you, Lightroom for Mobile, Photoshop Mix and Photoshop Fix provide you with all the tools necessary to digitally enhance, edit and export your images.

For filmmakers, Adobe Premiere Clip is the mobile version of Premiere Pro. Premiere Clip gives you access to project files, local pictures and videos in your iPad's gallery. You use the iPad's built-in camera and microphone to record new videos, too. With a new recording saved, Premiere Clip gives you the option to automatically generate a professional-quality video with music, cuts and transitions already added or choose a Freeform project type for manual control.

Adobe's wide range of iOS apps are not only optimised for the iPad, but are integrated with the full desktop versions for optimum flexibility.

"Premier Clip gives you the option to generate a professional video"

Paper by FiftyThree

One of the most popular drawing apps on the App Store is Paper by FiftyThree. The ability to capture, connect and communicate are the three fundamental features that the developers focused on when they were building Paper.

With your finger or optional Pencil stylus, you can easily take notes, annotate photos and draw sketches to any degree of detail, within the simple and intuitive user interface.

The app presents you with an array of Spaces, which are essentially customisable folders containing your sketches, drawings and art. Have a new idea? Open the My Ideas space and create a quick note. In the mood to draw? Jump into the Sketches space and begin your drawing.

Paper is beautifully presented, but at its core is a blank canvas waiting to be filled. Choose from an array of pens, pencils and brushes as well as a range of colours to create anything you want. Present colourful flow charts and diagrams or just doodle with a paint brush, it's up to you.

You don't need to worry if you make a mistake either; simply tap two fingers on the page and then draw a circle anti-clockwise with your fingers to rewind time and undo all of your mistakes.

ArtRage

If you love painting, ArtRage provides all the tools you need to create beautiful works of art. Ambient Design, the developers behind ArtRage, completely rebuilt and redesigned the app for iOS 8 & 9, optimising the app to take advantage of the latest software features. This means using ArtRage is fun, fast and fluid.

The app offers a blank canvas, an array of creative painting tools and full layer functionality. Most high-end design and editing software, such as Photoshop, make use of layers as they can be adjusted individually. Copy and pasting, changing layer opacity settings and determining how the layers interact with each other all give artists and designers so much more control. The variety of painting tools and the use of layers make ArtRage a uniquely creative app.

Create a presentation in Apple Keynote

Create new or load
The home screen showcases your saved presentations as well as giving you the option to create a new presentation.

Add slide content
After choosing a theme which determines the layout and colour of the slide, add a title and content to the main body.

Make it stand out
Use pictures and videos to make your presentation stand out. Pictures are good for keeping your audience's attention.

Getting down to business
Presenting data is always a challenge. Keynote enables you to animate data with 2D, 3D and interactive charts.

Apple Keynote

Creativity can come in all shapes and sizes, including making attractive and engaging presentations. Keynote gives you the opportunity to be original, creative and artistic within a productivity-oriented app.

Whether you're working on a project for a school report or are presenting to a company's board of directors – creating an attractive and appealing presentation is always important. Keynote on iPad not only lets you deliver your presentations in a slideshow, but also gives you the tools to create new ones.

Designed for simplicity and to utilise the performance of the latest iPads, Keynote lets you add everything from simple text and charts to a range of media including audio, video and images. Tie it all together with seamless, professional-quality transitions to ensure your audience is engaged throughout.

Keynote works seamlessly between Mac and iOS so you can create, edit and deliver your presentations on any Apple device.

Top tips for a better keyboard experience.

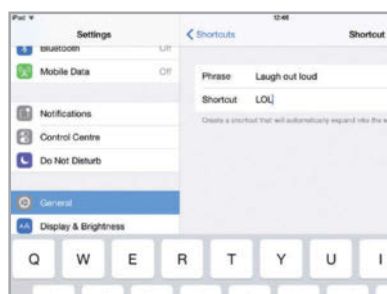## Make subtle tweaks to how you use your iPad keyboard for a more efficient typing experience.

Whether it's typing in a web address, adding a blog post or sending a message to a friend, we are all regularly typing on our iPads. While the bigger screen of the iPad is certainly better suited to longer typing sessions, niggling faults do appear from time to time. However, there's no need to settle for second best, as there are plenty of ways that you can improve your typing experience on the tablet in just a matter of minutes.

Whether it's exploring handy shortcuts to make adding punctuation to your text easier, or splitting your keyboard into two parts to help you reach the furthest keys, there are plenty of things you can do to make typing that little bit easier. We've put together our ten most helpful ways you can improve your typing experience on iPad.

Improve autocorrect
Autocorrect is awful at times, but it's easy to fix. If a word is corrected after you type it, press the backspace to delete it and retype it again. When you do this, the dictionary will learn how you spell certain words and will prevent autocorrect from kicking in.

Add abbreviations
You'll always find that abbreviations will be underlined as soon as you type them out, or changed through the autocorrect feature. To stop this, you'll want to head to your dictionary and manually add them into it. Feel free to do this as many times as needed.

Get definitions
If you're unsure whether you're using the correct word in your passage of text, getting a definition can definitely be helpful. Double-tap on the word and select the Define option that's listed. You'll now be able to see a dictionary definition that can be used as reference.

Toggle settings
To get a closer look at your keyboard's key functions, you'll want to check out the Settings app. Here you'll be able to manage shortcuts, predictive text and also how your keyboard capitalises words. When you next access the keyboard, the changes are applied.

Master the iOS keyboard
Discover the best features of the default Apple keyboard

Add an accent
By long-pressing on certain letters you'll be able to add accents. Some letters don't have this function, so it's a case of trial and error.

Split the keyboard
Long-press on the keyboard icon in the bottom-right corner to open a pop-up menu; from here you can select the Split option to split the keyboard into two halves.
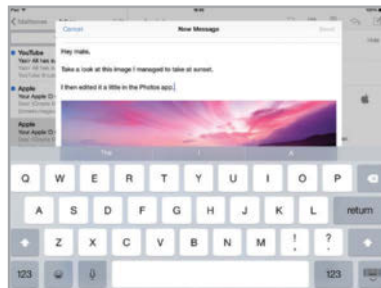
Disable predictive text
Using predictive text can be annoying. Long-press on the emoji icon to the bottom-left of the screen and toggle the predictive option to Off.

Keep it capped
Instead of manually pressing the caps lock key every time you want to enter a series of uppercase letters, a quick double-tap on the icon will leave the option on until you press it again.

Fast formatting
For a quick way of formatting passages of text, double-tap on it to open a new pop-up menu. Through this menu you'll find options that enable you to underline it, italicise it, or even to make it bold. You can adjust what text is selected by moving the blue bars that also appear at this point.

Dictation tricks
Using the dictation tool to write a message and save your fingers is great. However, did you know you could use your voice to add punctuation? When dictating a message you can say things like "space bar", "new paragraph" and other commands to add them to the text.

Hide QuickType
Instead of permanently disabling QuickType, you can temporarily mute it when needed. Touch and hold on the prediction area before pulling down on it to close it. To then open it up again, drag upwards on the thin white bar that appears in its place.

Third-party
If you still can't get along with the default iOS keyboard, then why not download a third-party alternative? For ease of use you'll definitely want to check out the SwiftKey app. The keyboard is well spaced out and includes several customisable options to help tailor it to your needs.

Share and share alike.

Thoughts and memories shared in a flash with the people you love. Never let a precious moment slip away again.

Long gone are the days when we would return home after a family holiday, unpack, and then shove our rolls of camera film into a drawer, forgetting all about them for years, before finally getting them developed. These days, everything is digital and instant, to the extent that we don't even have to wait for a holiday to finish before sharing our snaps with the world. We can now do it as soon as they're taken, thanks to the wonders of social media and iCloud.

There are many ways to preserve our most precious memories and share them with other people. We could use the social networks that are integrated into our iPad's operating system, import them into digital journals that act like modern-day scrapbooks, or we could share entire albums of photographs with other people online, and get them to chip in with their own snaps and comments. Anything is possible, but one thing's for sure: no memory need be eroded by the rigours of time, because once we've written down a thought or taken a picture, it's all whisked off to our own personal cloud and preserved forever!

Over the following pages we will help you discover the many ways you can keep those treasured memories alive and share them with the people who matter the most to you. We'll even show you how to carry out a good old-fashioned slideshow, although traditional slide projectors have been replaced with swankier versions. So go forth, have fun and create some memories because, thanks to your iPad, they will never be forgotten.

Social-network integration

Sharing content on your iPad is made possible in a variety of ways, not least by the four social networks that are integrated into the operating system as standard.

The respective apps for these four social networks – namely Twitter, Facebook, Flickr and Vimeo – can all be downloaded and installed through your Settings app, then once you have logged in to your account for a particular service, you are able to share content directly from other apps simply by tapping the share icon and choosing the social network that you would like to share to.

However, just because the four aforementioned social-network services are integrated into the iOS, it doesn't mean you can't share content to other social networks that are not integrated. As long as you have the respective app for the social network installed on your iPad, you are able to share to it as you would the other pre-installed apps. When you tap the Share in one of your core apps, such as Photos, swipe left through the various highlighted means of sharing (that also includes sharing via the Messages and Mail apps), and you will see another category

marked 'More'. Tap on this and all of the possible sharing methods will be listed, including the other social-networking apps that you have installed. Simply turn the sliders next to the apps to the 'on' position and tap Done. You will then find the social networks that you just activated will appear in the default selection of sharing methods.

The only real difference between sharing content through the social networks that are integrated into the iOS, such as Twitter and Facebook, and those that are not is that when you opt to share to Twitter or Facebook you are able to do it straight from the app you are in, without the app for the social network being launched. Whereas if you share content via one of the other un-integrated social networks, the respective app will be launched and you will have to share from within its confines. Ultimately, this doesn't really make much difference; it just takes a little bit longer.

"Discover the many ways you can keep treasured memories alive and share them"

Share Content using AirDrop

First introduced with iOS 7, AirDrop is an ad-hoc sharing service that allows you to transfer items between devices over Wi-Fi. You can activate it by swiping up from the bottom of the screen to access your Control Center and then tapping on the AirDrop option. You can make your device discoverable to everyone or contacts only, and when you tap the Share button, AirDrop will be available as an option – simply pair with the other device and ping the content across.

Share to social media

Since Twitter and Facebook became integrated into iOS, sharing things instantly to social media couldn't be easier. If you launch the Settings app and then scroll down, you will find a section dedicated to four different social-media services that are included in iOS 8 as standard: Twitter, Facebook, Flickr and Vimeo. Tap on each service, and tap the 'Install' icon if you don't already have the respective app on your device. Once it has installed, log in to your account through the Settings page and the integration will be complete. Now, whenever you tap the share icon within another app, such as Photos, you will be able to select one of the social networks and a window will appear into which you can add comments and locations before posting your content straight to the social network without first having to launch the app.

"Through AirDrop you are able to share files with other iPads, iPhones and Macs"

AirDropping

First introduced with iOS 7, AirDrop is an ad-hoc sharing service that enables the transfer of documents and files between Apple devices without the need to use mass storage devices. Through AirDrop you are able to share files with other iPads, iPhones and even Macs (running OS X Yosemite or later). The system uses both Wi-Fi and Bluetooth to work and there is no restriction on the size of the document that you can transfer using this method, making it a reliable way of sharing batches of images, for example, with other people nearby.

To start using AirDrop, swipe up from the bottom of your iPad's screen to access your Control Center, then tap on the 'AirDrop' option. Here you will be able to choose whether your content can be shared with everyone or just contacts. Select an option, then AirDrop will be turned on (this will be evident by Bluetooth turning on, if it isn't already). Now if you navigate to the content that

you would like to share, then tap the share icon, you will see AirDrop as an option. To make the transfer, you have to ensure that AirDrop has been activated on the other device and that the two devices can locate each other. Once the other device has been detected, the AirDrop logo in the share window will be replaced by the name of the other device so that you know you're good to go. Now it is simply a case of choosing the content, then tapping on the name of the other device. The other device will then receive a notification to confirm what has been sent.

AirDrop is undoubtedly a quick and easy method of sharing content wirelessly to other devices, and has generally phased out the standard Bluetooth method within the iOS universe.

Sharing your photo albums

As Apple's iCloud service has gradually risen to prominence, so has photo sharing through iOS. Thanks to iCloud you can access every photo that you've ever taken

on any device (this is good news for tech-savvy people who use the system to store photos in the cloud for times of need, but bad news for ignorant people who think that by deleting incriminating images off their devices this means they are gone for good), but now you can share entire albums with other people too.

By turning on 'iCloud Photo Sharing' in Settings, you are able to create shared albums within the Photos app that you can invite other people to view, contribute to and comment on. So, for example, if you went on holiday with a group of friends, you could post all of the images that you took in a shared album and invite your travelling companions to connect to that album. Then everyone can add their own images, providing a well-rounded visual reminder of the holiday that everyone can enjoy. And, in addition to sharing their pictures, the people with whom you have invited to share the album can also provide their own comments and captions.

You can also keep the memories alive with fresh updates. If you take a new

Share a photo album

01: Turn on iCloud Photo Sharing
In Settings, go to iCloud>Photos. Turn on 'iCloud Photo Sharing'. Alternatively, you can also go to the 'Photos & Camera' section within Settings and then activate this feature from there. Once activated, launch your Photos app.

02: Create a new shared album
Tap on the 'Shared' tab at the bottom of the screen, tap Sharing, then tap the 'New Shared Album' option at the bottom of the screen (or tap on the '+' icon at the top). Next, give your new shared album a name and tap Next in the corner of the box.

03: Add people
Now add the names of the people with whom you would like to share the album, and tap Create. Select the album and tap the '+' icon to start adding images from your Camera Roll. Once shared, others can add photos and comments.

photo that relates to the shared album, simply navigate to it in your Photos app and tap the share icon. Then choose 'iCloud Photo Sharing' as the preferred sharing option and you will be able to select the album you want to share the new image to and add new comments to accompany it.

Share your photos within your household

Not all of your picture memories need to be shared over the internet; you are able to show them off to the people within your household too. For example, if you have all just got back from an exciting family holiday and want to go through the tonnes of snaps that you will have undoubtedly taken on your iPad together, you are able to do so via an attractive slideshow.

While in the Photos app, simply tap the share icon and select the images you want to include, then tap on the 'Slideshow' option. You can then choose to broadcast the slideshow from your iPad or on the big screen via Apple TV (if

you have one in your household). You will also see two other options on this screen: Transitions and Play Music. These relate to the presentation of your slideshow. Tap on Transitions and pick a style that will determine the effect that occurs when one photo merges into the next. The 'Play Music' option allows you to pick a soundtrack to accompany the slideshow from the music stored on your device.

When sharing images, if you pick the standard Airplay option, you will be able to beam an image or a collection of images to any Airplay device, such as an Apple TV, within the household.

Create a physical photo album to flick through, anytime

In the digital age in which we live, it is sometimes easy to forget that people once treasured physical photo albums too. Well, anything is possible with Apple! If you have a Mac running OS X Yosemite, then you can connect your iPad to import all your images into the Mac Photos app (although if you have your iCloud Photo Library and Photo Stream options turned

Share content via Bluetooth

01: Turn on Bluetooth
The quickest way to activate Bluetooth is to swipe up from the bottom of the screen to access your Control Center, then tap on the Bluetooth icon on the top row of icons. Alternatively, go to Settings, tap on the Bluetooth option and then move the slider to the 'On' position.

02: Pair devices
In Bluetooth settings, other devices will be scanned for. Once they show up, tap them and you will be invited to 'Pair', after which a notification will be sent to the other device for them to confirm the pairing. Once you have finished you can command your device to 'forget' paired devices.

03: Transfer content
With iOS you are limited with the amount of content that you can transfer using Bluetooth. However, you can receive pretty much anything to your device from other systems, such as Android-based devices, making this an effective method of quickly sharing photos.
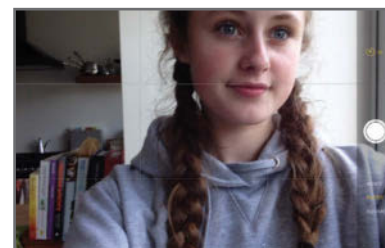
Taking the perfect selfie

01: Set up the camera
In the Camera app, switch to the front-facing camera, then tap on the timer icon at the top of the screen.
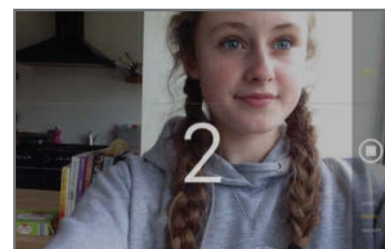

02: Set the timer
Choose a countdown timer from three seconds to 10 seconds, then get your iPad into position to take the shot.

03: Press capture
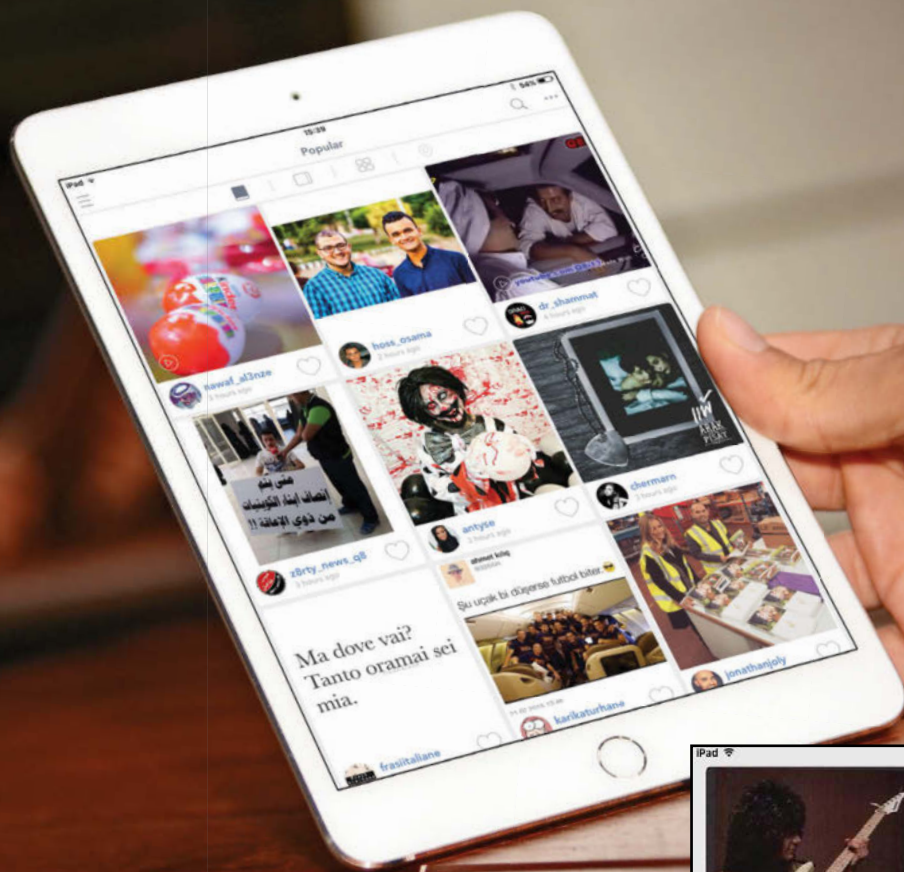Tap the capture button and the timer will count down, providing you with vital last seconds to strike the perfect pose.

04: Take the shot
Once the timer has counted down, the shutter will click, and your shot will be taken and saved to your Photos app.

on in your iCloud settings, they will be imported automatically). Once you have all of the required images imported into the Mac Photos app, select the ones that you would like to use, then click on the '+' icon at the top of the interface. A menu will now present a range of options, including Book, Calendar and Card – essentially, you will be creating your own physical project based on the images that you have selected, which you will then be able to construct, lay out and order to arrive at your door!

Once you've picked an option, select the size and price-point that appeals, then choose a template to base your design on. All of your selected images will be dropped into the template, but you can rearrange things and add your own text to give your project a personal touch. Once you have finished creating your project, click on the 'Buy' option in the top-right corner, and the finished article will be printed, packaged and sent to you or a person of your choosing. The projects you can create through the Mac's Photos app make perfect gifts that are sure to be treasured forever.

Sharing key dates

Not everything that you want to share consists of photos and assorted files; you may wish to share key dates with people too. For this purpose, your iPad's Calendar app is well-equipped to deal with your needs. We will cover this topic in greater detail elsewhere, but if you have Family Sharing set up within your iPad household, it can provide a handy means of keeping a household calendar that relates to the entire family. So if, for example, your children have appointments at the dentist, you can add the key dates to the Family calendar (while in the Calendar app, tap Calendars and ensure that the 'Family' calendar is active), then notifications will be sent to the iPads belonging to your children to inform them of the impending appointment.

Anyone linked to the Family Sharing account can contribute to the calendar, so whenever an appointment is made, rather than writing it down on a piece of paper and losing it, log it into the Family calendar because there it will be safely stored and made accessible to everyone in your household. What a blessed relief!

Sharing treasured moments.

Don't just stick to the basics. Share more with these third-party apps.
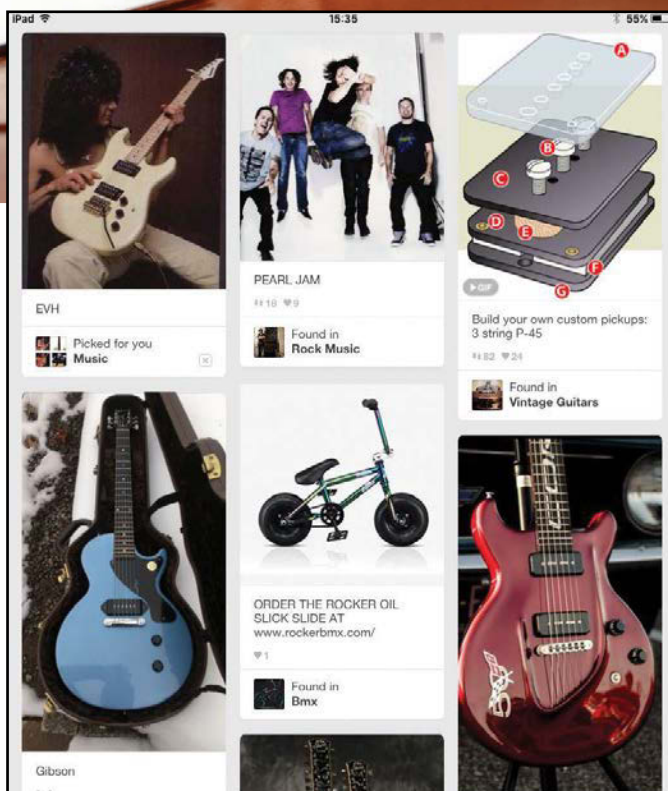

Padgram for Instagram

Essentially, Instagram is a social network for photo lovers, and is a great way to dress up your photographic moments and share them with the world. Although strangely there isn't an official iPad app – but thankfully this one works just fine. You can take a new photo in-app or pick one from your Camera Roll and add filters, adjust the brightness, contrast, warmth, saturation and so on before posting it to your page. You can build up an army of followers and, in turn, follow anyone from friends and family members to your favourite celebrities – it's a great way to connect with the people who matter in your life. You can also use the service to marvel at and admire the photos uploaded by other users, and if you like their style you can start following them to see more. You can also Like and add your own comments to photos.

Pinterest

At its heart, Pinterest is a digital scrapbooking app that lets you gather images and content from all over the web and keep them all together in one place. However, one of its features lets you create a board that you can open up for other people to collaborate on, making this a highly versatile app for sharing content and then inviting other people who have shared experiences with you to contribute their own material to the shared board. You can search for content online quickly and easily, then paste it all to your board in order to create a fun and engaging montage of memories. It is also a great app for planning trips, gathering inspiration for decorating your house, and generally fuelling any interests and hobbies that you have.

"Create a board for other people to collaborate on"

Evernote

As we've discovered, there are many great apps for noting down and sharing memories, but one of the best all-round apps for recording your thoughts is Evernote. Through an intuitive interface you can create text notes and lists, making it great for keeping journals. You can take original pictures in-app or create new notes based on existing photos in your Camera Roll. Every note you create is stored within the app, and you can instantly share them with other people by entering email addresses. Whoever you share your notes with can then add their own comments to add fresh perspective.

You're not just limited to using your iPad either, because the Evernote app is available for all mobile devices and computer systems, so whatever notes you create on one device will be instantly synced to all of your devices.

Pixotale – Visual Storytelling

If you would like to share a story with others, Pixotale will help you tell it. With its intuitive touch interface and card-based design, it's easy to piece together beautiful, media-rich stories in a few simple taps. You can import photos from your device or social networks, and lay them out alongside text to tell your story. Once finished, share them easily with people online or individual friends or family members.

There are other apps available that let you present your memories, such as Apple's own Pages app, but the ease of use means that anyone can pick up Pixotale and use their fingers to manipulate their memories into a fun and engaging story.

Tumblr

If there's anything you want to share, Tumblr is the place to do it. Anything can be shared through Tumblr's simplistic interface: photos, videos, links, text and more. You can also make blogs and customise them to look as fun and engaging as you want to reach a wider audience. Like other social networks, you can follow other people and keep up to date with their activity, and even see what's currently trending on the Tumblr network to help inspire your own ideas and posts.

Through Tumblr's accessible interface it is easy to post when you want in an instant; you just tap the pen icon and choose the category of the type of post you wish to make. Then you can go about sharing your thoughts and feelings with your followers in seconds. Reaching out and sharing your memories has never been so easy.

Your best browsing experience, ever.

A slicker browsing experience awaits with every touch, thanks to Safari's intelligent feature set.

With an iPad, you have the perfect device for web browsing. It is powerful, fast and connected – not to mention portable – and it enables you to do many amazing things thanks to Safari, the fully-featured, built-in browser. Safari ensures the web is simply a few taps away, and as you make use of the iPad's beautiful touchscreen, you can almost reach out and feel the internet.

What makes Safari special is its ability to ensure simplicity always remains at its heart. It removes barriers between you and the wonderful stuff which makes up the world wide web so you can just get on with the task in hand. This is important because, as the internet has become ever-more complex with a wider variety of things to do online than ever before, we have come to demand a greater number of features from our browsers. In this regard, Safari has certainly managed to keep up the pace.

Not content with merely letting you tap in a URL and delivering web pages packed with links, Safari has a wide range of options which enable you to tailor your browsing experience to suit your growing needs. The options are designed to keep you even more safe and help make finding what you want on the web so much easier. They cover a wide range of tasks, from enhancing the way you read pages to preventing the browser from keeping track of what you are viewing – this is particularly great when you're looking to buy a loved one a present and you are afraid they may stumble on the gift websites you've been looking at.

Here we present those options which, in many ways, are like Apple's hidden secrets, deliberately placed out of the way to avoid confusing newcomers to the iPad. By uncovering them, you will find your browsing sessions become far more

pleasurable. Now is definitely the time to unleash Safari's true power.

Getting the basics right

There's no denying that the web has revolutionised the world and the iPad has arguably done much to change the way we interact with it. Yet although many apps have sought to supplement websites by offering faster and more bespoke ways of accessing various services, browsers remain popular, letting us view the billions of pages that have been created over more than two decades.

Safari takes away much of the effort involved in browsing the internet, putting many tools at your disposal to find items with the greatest of ease. One of the best and most underused tools is the page search function. Want to find keywords on a page? You can do it without having to go through the hassle of reading it all. You will find this amazingly useful function right

considering, especially if privacy is very important to you.

DuckDuckGo does not track your searches and it promises that it will never collect your personal information. What's more, it ensures that your search history is also safe and cannot be handed or leaked to a third party. It is a great way to avoid being monitored by Big Business.

Open, says me

As well as being able to navigate to websites and search them, you can also click on links. This may sound like a basic thing but Safari has some advanced tricks up its sleeve. By pressing and holding down on a link, you can call up a mini-menu, which gives an option to let you open it in a new tab. That way you don't have to keep tapping the backward and forward buttons to view both pages.

Do you think that's it? Not at all. You can actually tell Safari how you want the

"With an iPad, you have the perfect device for web browsing"

there in the URL bar. Type in the search term and when the results are shown, look at the bottom of the page to a handy section called On This Page. You can also tap Share and select Find On Page to bring up a search box. It will tell you how many matches it has found for your search term and it will let you click on the result. It highlights where the word is on the page so you can track down your search results. It's that simple.

Search in private

Of course, if you want to search the internet, you can do that too. The iPad uses Google as its default search engine and with good reason: it is the world's most popular way of finding the things you want online. But there will be many people who do not want it. For those among you, there is good news: you can change it by going to the Settings app, navigating to Safari and selecting the option for Search Engine. There you will find three other options: Yahoo, Bing and DuckDuckGo. Of these, DuckDuckGo is the most intriguing and yet it may be a search engine that you have never heard of before. If that is the case, then this is the time to check it out because this is an amazing service that is well worth

Insta-Search

There's a neat new trick in iOS 9 that makes searching for words you have copied into the iPad's memory so much easier. Let's say you spot a phrase on a website that you have copied. By pressing and holding down in the URL bar, you get an option to Paste and Search. This copies the phrase and instantly looks for it via your chosen search engine.

MARKET STALLS IN BOURNEMOUTH

pages to open in a new tab. It may well be that you are browsing a web page and you have a bunch of links that you want to open. You can have the links open in the background which means the tabs are populated by the websites you're opening without leaving the page you are on. When you are ready, you can click the tabs and see the results of the links.

Your info, your business

But before you do, consider how you want the iPad to store what you are viewing. The iPad will keep a history of every web page that you look at. If you forget to bookmark or favourite a page, then this is a timesaver: you can look in the History, find the sites you visited and tap to go back to it (try holding down the Back button to rapidly see the entire history list). What if you don't want the iPad to remember where you've been, though? Luckily, it has some neat ways of protecting your privacy.

Settings is the place on your iPad where every menu, choice, option, selection and decision can be made, changed and remade. As well as including menu options

for specific features such as Sounds or Wallpapers, it contains the menu options for every app your iPad plays host to.

First of all, you can go into the Settings for Safari and clear any browsing data and history that is stored on the device with just two taps of your finger – the first to activate the feature and the second to confirm you want to go ahead. This is brilliant if you are searching for a surprise for someone, as we have already seen, but it is equally great if you're embarrassed at having searched for the lyrics for the latest Taylor Swift song.

The Safari settings also let you block cookies. You can enforce a full-scale ban or simply let cookies work on certain sites. It is your iPad and your choice and Apple has enabled you to make the decisions that work best for the way you want to browse. But one way it wants to help is by warning you of fraudulent websites by default – it provides a friendly arm around the shoulder that anyone who surfs the web for any length of time will warmly welcome. By ensuring this feature is activated in the Settings, the iPad will

How to stop annoying pop-ups from appearing

01: Open the Settings app
Are you fed up of seeing advertisements popping up on your screen when you are browsing with Safari? Although they are used to help pay for the service, you can block them. Start the process by going to the Settings app on your iPad and selecting Safari from the left-hand menu.
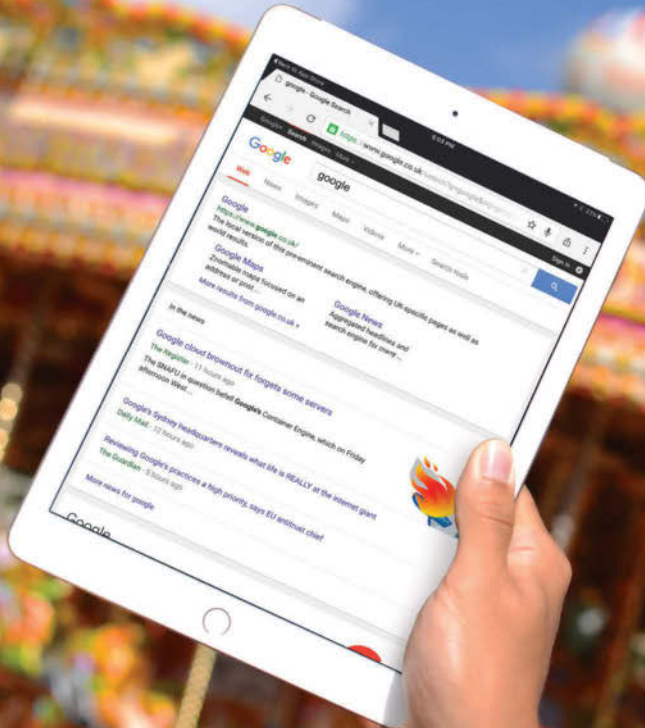
02: Make the change
On the right-hand side of the screen, you will see a series of options including one to Block Pop-ups. This will be turned off by default but you can activate it by simply sliding the button so that it shows as green. From this point on, you should not see any more pop-ups ads.

03: Persistent pop-up?
There are rare occasions when you encounter a pop-up that, no matter how many times you tap on the screen, will not close. In this instance, double-click the Home button, swipe Safari away, go to Settings and Clear History and Website Data to prevent it reopening again.

Try Chrome

Safari is an amazing browser but you're not stuck with having to use it. There are alternatives available on the App Store, ranging from Google's Chrome to Dolphin, all of which come with their own particular strengths.

If you use Chrome on other devices, for example, then you may want to download it on your iPad since your bookmarks and history can be shared across. If you download a lot of content from the internet and you want to keep a close eye on their progress, then Dolphin offers a download manager as well as a nifty night mode. Opera Mini, meanwhile, appears to be very fast at loading pages so if time is your thing, you should consider it.

You can't change your default browser unless you Jailbreak your tablet, though. Still, a good number of apps that make use of a browser such as Flipboard, for example, often give you a choice.

tell you if it suspects the site is looking to phish for your details.

This is vital. Phishing is one of the web's darkest dangers which makes Apple a knight in shining armour as it seeks to protect your passwords, usernames and account information. It is so easy to be fooled by a site that looks legitimate but has actually been set up to trick you into giving away your details. An alert from this incredible feature, which is set to On by default, saves you so much time, hassle and heartache in the future.

Browsing designed for you

Private browsing is also accessible from within Safari. If you want to visit a page and keep it private, then you can do so simply and easily by tapping the icon at the top of the browser window which looks like an open book. This will show you the pages that are already open and all you need to do is tap the word Private to enter the Private Browsing Mode.

Accessing pages in this way means Safari will not be able to recall any of the sensitive sites that you access. It will even forget any autofill information and your search history. This is especially useful for banking websites and any sites which ask for you to input credit or debit card information or your address. Not only will no-one know if you've been searching for

a special gift but they won't be able to auto-fill your details in another transaction. This will give you incredible peace of mind and you can browse without worry.

If you think you will forget to enter the Private Browsing Mode when you're inputting crucial information, then Safari is on hand yet again. You can simply deactivate the entire AutoFill function within the Settings app so that web forms are not automatically filled in with your contact information, credit card information or any names and addresses that you have previously used. On a shared iPad or one that others may use, the ability to switch this off will be welcome.

Yet you may find AutoFill very useful. After all, having to continuously insert your details into forms over and over again can be tiresome. Have you lost count of the number of times you have typed in a password to a website that you visit on a daily basis? This is where AutoFill is definitely worth its weight in gold. It takes care of all these kinds of laborious chores so that you don't have to. You can then use your time much more creatively by perusing the fun parts of the websites which take your fancy the most.

Of course that is not the only shortcut you can use when you are browsing on your iPad. Safari has the ability to let you save your favourite websites. And that

Auto zoom

Would you like the fonts within Safari to be larger? You are not alone. Many people feel more comfortable with larger text and images. The iPad has a zoom function that can be permanently switched on. Go to Settings> General>Accessibility and select Zoom. Select the maximum zoom level via a function at the bottom of the screen.

"Many people feel more comfortable with the larger text and images in the iPad's zoom function"

ensures you can go back to them time and time again without having to retype the URL. All you have to do to make light work of future browsing sessions is go to the Settings app and activate the option to Show Favorites Bar. You will see that it appears just below the address bar and you can swiftly add to this by tapping on the Share button and selecting the Add to Favorites option.

Read… and read again

In addition to adding favourites, you can also add web pages to your reading list. You will find the actual list by tapping on the Bookmark icon next to the address bar and by saving pages into it, you will not only be able to save the link but the entire page as well. Think of it as Apple's built-in Pocket or Instapaper. Why is this useful? Well, imagine you are about to jump on an underground train system without any Wi-Fi. This method would enable you to quickly browse for some reading material before you leave home or work and read it wherever you want. That's because Safari will let you read those pages even when you are offline.

What is even more handy is that the iPad makes great use of the screen. Even though the display of an iPad is more than large enough for any website – and that applies equally to the iPad mini as the iPad Pro – some pages have far too much clutter. If that is the case, don't waste time using your fingers to zoom in and out: just access Safari Reader.

Safari Reader strips pages of all of the adverts, links, logos and various other distractions which tend to live around the actual content you want. It presents you solely with the main article and the associated images and it does so with great clarity, even letting you alter the background, font and font size. This makes the content even easier to view on the screen and, best of all, it achieves this miracle in a split second – it certainly does so more quickly than the finger apart gesture would, since you often then have to start using your finger to position the screen in the right spot. Like all of our other tips, this should make your browsing sessions far more fluid. After all, the web is all about content and you don't want to be distracted from the main attraction.

Use the Quick Website Search function

01: Turn the feature on
Make sure that you have the Quick Website Search function enabled. Open the Settings app and select Safari before tapping Quick Website Search. The slider should be coloured green to show it is on. This will enable you to search within websites as part of a search.

02: Try a search term
Let's say you want to find out more about London on Wikipedia. Instead of going to Wikipedia and typing in the search term, you type 'Wiki London' into the URL bar in Safari. It will instantly open the search engine and show all of the relevant entries within the website you have specified.

03: Adding more shortcuts
To add sites that can be quickly searched, go down the 'old fashioned' route of going to that site and searching in the usual way. Safari will pick up on this and add the site to the list. This works with sites such as Amazon which means you could type 'Amazon iPhone' and get instant results.

Your personal, portable library.

You can read books, articles, research notes and much more using a variety of apps on your iPad.

More people are reading than ever before, and it is certainly true that digital books are a part of many people's lives, with the iPad at the centre of the experience. We will highlight the ways in which you can use the iPad for reading any type of digital material and also introduce you to some of the most popular reading apps available today, and the features that make them so enjoyable.

You will likely be aware of the big names in the digital book industry already, but it is only when you use the apps and services that you get to realise just how well implemented everything is. The iPad is already the perfect tool for any lifestyle, whether you travel often or not, thanks to the design and portable size, and reading is well suited to the way it works. The brightness can be dimmed to a very low level for reading at night or increased to work in bright conditions, and the battery performance is quite incredible when you consider just how thin every iPad is. If you are not going to read a traditional book, it makes perfect sense to read on an iPad

because you can literally store thousands of books and read throughout the day, at any time. Imagine this on holiday, your lunch break, or anywhere – it makes perfect sense and once you start reading on your iPad, you will wonder how you managed before. The iPad can fit the needs of anyone and it can also cater to the demands of the casual reader or the serious scholar, and be used in any given situation you can think of. It is powerful, easy to use and remarkably tempting to pick up and simply stare at. Just make sure that there are some words on the screen to stare at while you are enjoying the wonderful iPad experience!

Read the way you want to

The design of an iPad immediately leads to thoughts of reading. It is flat, has a great quality display and actually looks like a digital book, which makes it the obvious tool to read on. Whether you want to read full-length novels or research documents or even listen to books, the iOS software on any iPad has been tailored perfectly

Customise interface settings in iBooks

A simple interface
The iBooks interface is designed to ensure that the words stand out above all else. It could not be simpler.
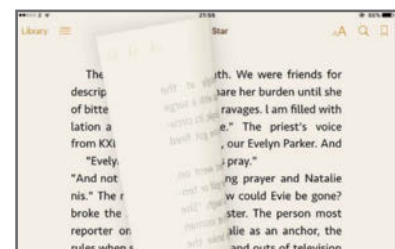

Find the settings
Tap the 'aA' icon and a panel appears which enables you to make changes to how the book will look.

Select a font
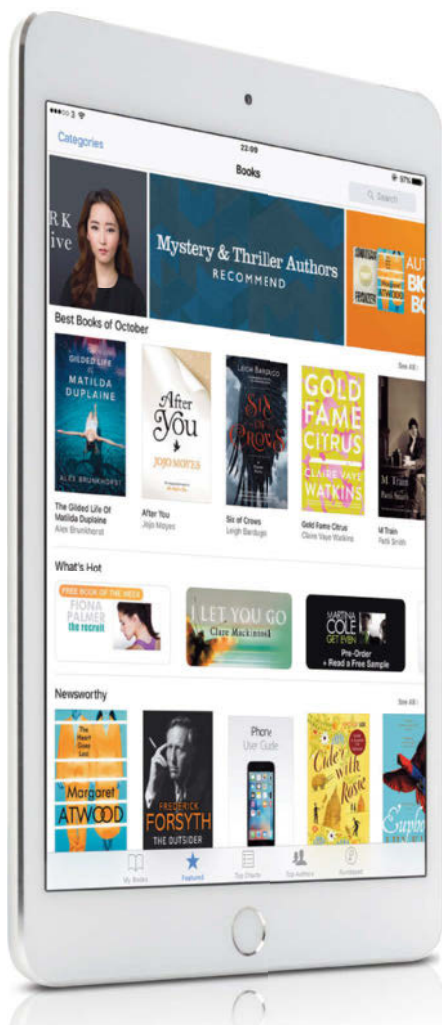You can choose from a variety of built-in fonts to make the books work perfectly for how you want to view them.

Scroll or flip
If the Scrolling View option is not selected, you can flip through the pages just as you would in a normal book.

Buy books

In iBooks, tap any icon on the bottom row apart from My Books to see what titles are available in the library. The selection is huge, but for third-party apps like Kindle you will need to purchase books via the Safari web browser. They will immediately be shown in the Kindle app to read straight away, however.

to make the experience feel as natural as can be. It does not matter if you like to cram as many words as possible onto one screen or if you like to give your eyes a rest by increasing the font size, you can do so with ease and make the book look exactly how you want it to. You cannot do this with a traditional book and are stuck with the font and justification that the publisher prefers. Much work has been done to ensure that the digital fonts feel completely natural and it won't take long for you to fall in love with reading on a screen just as you did on paper.

The ability to read on any device is another advantage and this means that you can start reading on your phone when waiting in the doctor's surgery and then settle down for a longer reading session in the evening. Your reading position is always stored and the rather unnerving feeling of just picking up a book from your exact last position soon disappears and becomes invisible in use. The iPad itself is designed to be carried anywhere, which is another factor in making it such a great reading tool to use every single day. You will soon think nothing of tapping an

icon and jumping straight back into the book you are currently reading, and in our experience it actually has the potential to make you read more than ever before because like many Apple products, it has been built to remove any barriers to doing what you enjoy and rarely does it feel like a computer. The iPad is successful because it is so easy to use and reading is no exception. In our view the advantages of reading on an iPad far outweigh the nostalgia that a traditional book can offer. If you are at all reluctant to try the iPad for reading, we would suggest you try a couple of apps and one of thousands of available free eBooks and see how it works for you. Expect to be surprised at just how natural and enlightening the experience is.

Read anything

eBooks have grown in popularity over the past few years to the extent that almost a third of all readers take in books in their digital form. This is an astonishing figure when you consider that the paper book has been with us for centuries, but it highlights just how large the digital book libraries are and how easy the genre is to

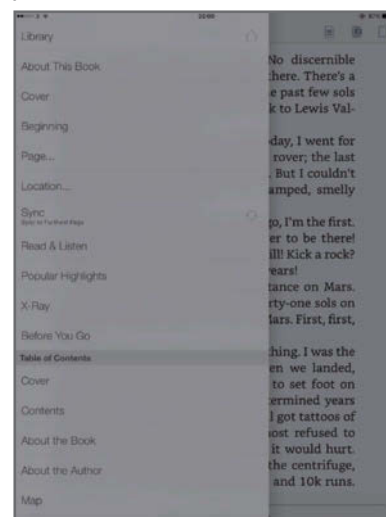## Read on any device and always keep your current position

01: Your current device
Apps like iBooks and Kindle are designed to continually monitor your reading position. At no point will you realise what is happening, but you can rest easy that your position is being tracked, ready for your next reading session. It is a clever and seamless solution to an annoying problem.

02: Furthest page read
When you open your reading app of choice on your iPad, you will see a small pop-up window appear which advises the page you are currently on and the furthest read page from the other device. You can simply tap Yes to jump to the furthest read page and then continue reading as normal.

03: Manually syncing
If you ever have problems with the syncing between devices, open the menu option and then tap Sync to perform a manual synchronisation. This can be done on any device running the app, including the iPad, and will usually resolve any problems. You will always know where you are in a book.

understand. No new technology succeeds by being difficult to use and much care has been put into the way everything works, and in particular securing the best authors and all of the bestselling novels as soon as they are released. We have reached the point where it is expected that the latest books will be available in digital form at the same time as their paper equivalents, and they are often cheaper. This makes sense because there is obviously no use of paper or physical transit considerations, but the authors and publishers still need to be paid. As it happens, the eBook industry has become a boon for many well-known authors, and even more positive for those who had previously struggled to gain traction in the world of literature. It has spawned writing stars who could self-publish with very little financial investment and it gives any of us the opportunity to write and be paid for doing so. The music industry is struggling with the concept of digital media and how to please everyone, but not so the eBook industry and the iPad is at the forefront of that. The iBooks and Kindle libraries alone offer millions of free and paid books with all of the major works included and the latest stats show that 40% of eBook readers read on their tablets. We are convinced that a high proportion of that 40% comes from the iPad because it has sold by the million and it is so perfectly formed for reading.

There is another factor which makes the iPad preferable for many over traditional books and that is the process of immediate gratification. You can peruse the online book stores and tap one button to buy. The book will be delivered wirelessly to your iPad in seconds and you can start reading straight away. This does have the potential to create some twitchy fingers where it is simply too easy to keep trying new books, but the reality is that the more books you can try, the more effectively you will be able to hone the type of reading you most enjoy. If you want to

in every aspect of your life. Whether you are reading to relax or analysing a long technical report, the iPad will be there with third-party apps to help you manage any task with ease. Reading takes many forms and with millions of apps available, there will be a solution that will cover even the most obscure of requirements. You can speed-read web pages, listen to your favourite celebrities read your favourite books and never lose your position. The iPad will likely become your main

"The iBooks and Kindle libraries alone offer millions of free and paid books"

read any popular book, it is likely that you can do so on your iPad. When you really think about it, that is remarkable.
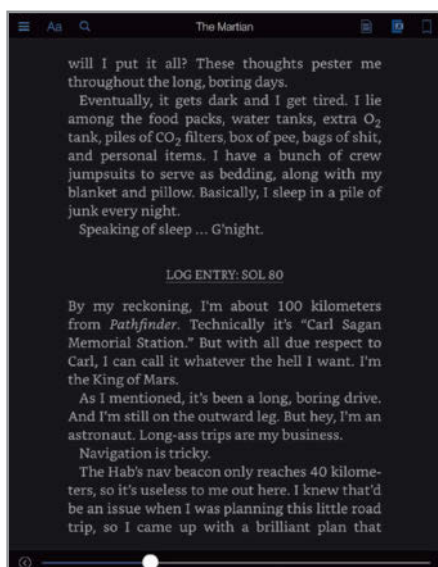
Taking reading even further

Regardless of the reading experience on an iPad, the fact is that you are still using a very powerful computer that can offer a huge number of advantages. If you need to use it for work, you can read long PDFs and annotate them to share with others. You can use an X-Ray feature in the Kindle app to analyse how often characters appear in a book or the current page, and you can add your own notes to any book in the iBooks app. This greatly enhances the reach of what is possible and turns the iPad into a reading device which is useful

reading tool and the fact that it can be interspersed with other devices only adds to its flexibility.

With countless potential uses for your favourite tablet, reading will likely remain at the centre of the experience and to ignore this would be to miss out on one of the true highlights of the entire iPad experience. Let the iPad work with you and help increase the depth and breadth of books you read, and you will be grateful for trying it out. From coffee shops to libraries to buses to anywhere else, the iPad works because of its design and the huge number of books and reading apps available to help push it even further. The iPad offers a special experience and this is particularly true when you read on it.

Third-party reading apps.

Kindle

 It is highly likely that you are aware of the Kindle brand and the eBook readers in particular, but with the app you have the opportunity to enhance and add a great deal of flexibility to your reading experience. The app works with any device that uses your Amazon account, which means you can read a few chapters on a Kindle and then open your iPad and continue from where you were. A vast library of books is available and many are competitively priced. You can customise the interface and choose from a variety of fonts, and also change the mode from white to black to sepia. Justification options are also built in and there is a certain simplicity about the interface which makes it incredibly accessible and it feels as close to a traditional book as is possible on a screen. Amazon has been careful to not overload the app with needless features and to ensure that the words form the centre of the experience, and for many people the Kindle app is by far the best reading tool they can use on an iPad.

"You have the opportunity to enhance and add a great deal of flexibility to your reading experience"

Goodreads

 Goodreads is not a reading app, but it is a solution which has the potential to greatly enhance the library of anyone who reads often. With a user base of more than 35 million and 1 billion books included, it is hard to imagine a more complete or useful service to help you find new books to read. With such a large membership, it is likely that you will be able to read more reviews on each title, which means that you can judge the quality much better. There is nothing worse than starting a new book and realising that it was not worth your time. Goodreads is here to stop that from happening and should greatly increase your chances of only buying books that you will actually enjoy.

You can also rate books and add your own reviews which is likely to help you connect with fellow readers. The feature list continues with a barcode scanner, a want-to-read list and reading challenges. If you are serious about reading, you can also join book clubs and connect with like-minded people to turn your reading into more than a hobby.

Litz

Litz is designed to help you read in the most efficient way possible and after a short learning curve, it could revolutionise something you have done your entire life. It offers the ability to read 1,000 words per minute, yes really, by giving you the ability to change exactly how it works when displaying one word at a time. Some clever visual cues are used such as colouring and positioning to make your brain focus on the words, and despite the initial unnatural feeling, it really does work. Articles can be read and so can books, and the built-in web browser lets you consume long-form web articles in a much shorter period of time. If you often struggle to find enough time to read, this could be the perfect system to help you read more while simultaneously spending less time doing so. It's a very clever iPad app.

Read reviews

Reviews are important for any potential purchase you make, whether it be a physical product or an eBook, because they give you a collective view that you can learn from. With the most popular book apps on your iPad, you will be able to read thousands of reviews for millions of books and when you compare each, you will soon see that there is a consistency to what you are reading. Whether you check reviews in iBooks, Kindle or Goodreads, the ratings system and ability for other readers to comment will give you all that you need to make an informed decision. We all have different tastes when it comes to book genres and author styles, but if you take the time to read all of the reviews available, you will be able to purchase and download books that are more suitable for you in a consistent way.

Audiobooks

For many people, reading is a process of looking at words and using their imaginations to conjure up the environment and personalities of the main characters, but it doesn't have to be that way. With Audiobooks anyone can listen to the latest books in bite-sized chunks or settle down to a marathon session to get through it quickly. This is ideal for the daily commute in the car or on the train, or at any other time when it is not convenient to read in the traditional way, and with experience it soon starts to feel perfectly natural. The ability to bookmark locations is included as is saving your current position at any time and earning badges as rewards for taking the time to use the app. On the iPad, it offers a simple interface which is incredibly easy to use and one which concentrates fully on ensuring that the audio quality is as good as it can be. The narrators are often the actual authors and when they are not, professionals are used to add some personality to the reading, so you have nothing to lose by trying this alternative way of consuming books.

Life, made easier than ever before.

Life is meant to be easy, and with an iPad in your hand it can be just that.

When using your iPad, there may be moments when you wish things were a little bit simpler. Although the iPad is very easy to use, there may be times when you yearn for something that would save you time and effort, like shaking the iPad in order to undo a mistake, perhaps, or turning on the caps lock of the keyboard by double-tapping the Shift key.

It may surprise you to learn, then, that both of these examples are among a host of shortcuts and features that have been included within the iPad's software, all of which are there to make using the device more fluid.

These are loads of these goodies just waiting to be discovered, from being able to share voicemails by tapping the Share button when you're picking up a message to putting away embarrassing photos by tapping Share and selecting Hide. And here we take a look at many of the best timesavers for the iPad that have the potential to blow your mind.

Some life hacks could revolutionise your life or, at the very least, the way you use your iPad. After all, when you find you can use the search bar to find items in Settings and dismiss photos by swiping down in iOS 9, you're bound to be hungry to uncover more of the beauties.

Life hacks are all about saving you time and one of the best ways you can do this is by finding ways to perform multiple tasks at once. Thankfully, the iPad's operating system is built to allow for this. If you have lots of apps in the background, for example, you can double-click the Home button to see small previews of them and then use three fingers to swipe them away in bunches rather than using a single digit to close them one at a time. Similarly, if a text appears on the screen that you don't want anyone to see, you don't need to go to the hassle of opening Messages, reading and deleting. You can swipe it clean away. Read on for more time-saving gems.

Play on

Apple Music is a fabulous way to stream music, especially because it lets you get on with other tasks while the songs play in the background. But what if you could do the same with a song on YouTube? After all, the normal process of having to keep the video on the screen while a tune plays is not very convenient.

It turns out that you can do just that. Open the mobile version of YouTube at **m.youtube.com** in Safari and choose a video that you like the sound of. When it begins to play, press the Home button to close the browser. This will stop the audio but by swiping up from the bottom of the screen, you can access the iPad's music controls. The name of the song and the artist you chose in YouTube will appear and you can press Play to resume. It will then continue in the background.

Restrict how others use your iPad with Guided Access

01: Turn on Guided Access
Guided Access is a built-in feature which lets you determine what parts of the screen can and cannot be used within an app. You can find the function by going to Settings>General>Accessibility and looking towards the bottom of the screen for Guided Access. Simply tap it to turn it on.

02: Set the restrictions
For it to be effective, you need to set a passcode. Now open the app to restrict and click the Home button three times. The option screen for Guided Access appears. You could disable Touch – great if you're passing the iPad to someone and only want them to view what is on the screen.

03: Specific options
Some options are specific to the open app. You could decide you don't want someone who uses Safari to access the Dictionary Lookup feature. There are more general options, though, such as turning off button functions. When you are ready to commit, press Start in the top-right corner.

Make some shortcuts

Another way of saving time is to create shortcuts. By producing little codes you can have the iPad substitute them for longer words and phrases. Shortcuts are great if you type the same things over and over again and they are even good if you constantly misspell words. If this sounds like something you'd benefit from, go to Settings>General>Keyboard and select Text Replacement.

When you get there, you will see an example of 'omw'. Whenever you type omw in a text entry box on the iPad, it will be replaced with the phrase 'On my way!' which will obviously save time and some finger wear and tear. You can add your own shortcuts by pressing the + key and whatever replacements you choose to make will be personal to you, so feel free to be as daft as you want. You can always change the shortcuts later if they don't work for you.

Undo actions

Indeed, with the iPad there are usually ways of going back and rethinking things. There are also ways for you to recover items that you may have deleted. We've already seen how you can undo mistakes with a shake of the iPad but have you noticed that there is also an Undo button on the keyboard which you can access if you tap the 123 key when you are in the letter mode?

And would you know what to do if you closed a tab in Safari by accident or you wanted to see what was recently opened? Apple has thought of this too and by pressing and holding down on the + button, you will be able to see the Recently Closed Tabs. Tap on one of the tabs and it will magically appear back on the screen.

The more you play around with the iPad, the more you discover. Anyone who has accidentally tapped the space bar on the on-screen keyboards will know that a that a full stop is automatically inserted. Likewise, if a word is incorrectly trying to Auto-Correct, adding a few more letters and then deleting them usually does the trick. And in Safari, if you hold down the full stop key, domain suffixes appear. One thing is for sure, the iPad is rich and deep and there is much to discover.

Stop music

Do you like to fall asleep to the sound of your music? When you set your songs to play on your iPad, you will find that they continue playing, one after another. While this will allow you to drift off to sleep, there will come a time during the night when the sound may well wake you up. But you can actually set a timer for your music, telling the iPad to cut the tunes after a set period of time.

To do this, you just need to open the Clock app and navigate your way to the Timer tab at the bottom of the screen. When you create the timer – so setting the number of hours and minutes you want the song to continue playing for – tap the music icon which sits in between the Pause and Start buttons and go to the bottom of the list. Tap Stop Playing and when the timer ends, so will the tunes.

"You can change shortcuts if they don't work for you"

Night view

Does the bright iPad screen strain your eyes when you're looking at it in the dark – maybe when you are tucked up in bed? There is an option to invert the colour of the screen buried deep within Settings>General>Accessibility. It makes the text white on black so that it can be seen more clearly from beneath the covers.
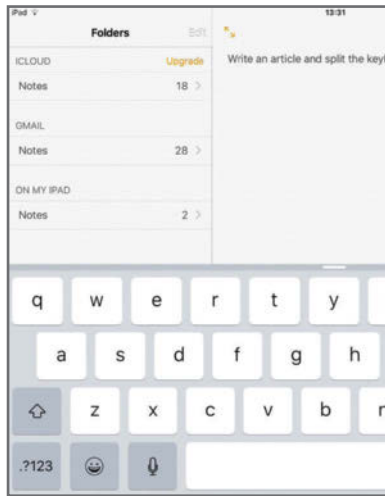
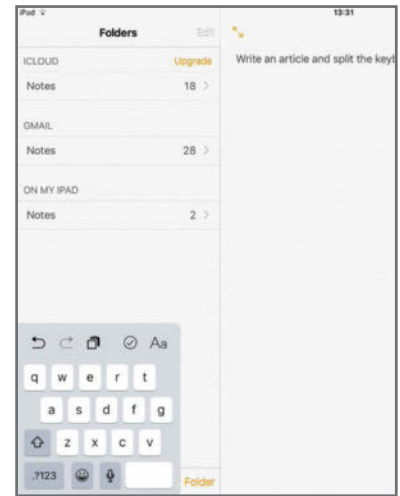# How to split the iPad's on-screen keyboard in half

01: Enable the split
The iPad's on-screen keyboard is great, but holding the device with one hand while stabbing at the screen with the other is clumsy and slow. You could use Siri to dictate your words or you could go to Settings>General>Keyboard and enable Split Keyboard.

02: Start to type
With the iPad in landscape mode, call up the keyboard by selecting an area of the screen where you can type. The keyboard will look like it normally does. But touch two fingers on the screen and pull them apart, left and right. The keyboard will split into two pieces.

03: Use your thumbs
One half of the keyboard will have 14 lettered keys and the other half will have 12, along with basic punctuation. This arrangement lets you hold the iPad with two hands and use your thumb to tap on the keyboard. You soon get used to this and it speeds your inputting no end.

Attachments

Before iOS 9, if you received an email attachment, you could open it but you had to ultimately leave it within the Mail app. Now you can tap and hold an attachment to save it. The file ends up in iCloud Drive which now has its own app, letting you get to your attachments much more quickly than ever before.

"The iPad is great at showcasing games that you just wouldn't find anywhere else"

Gaming arcade on the go.

Sit tight, at the touch of a button is a wealth of gaming goodness. Perfect for idle thumbs.

As you've already discovered in this book, your iPad is made even better by the stunning range of Apple-made and third-party apps available on the App Store. The range of apps on offer is quite incredible – and the Games section is absolutely no different. Whether you're looking to test your brain with a mind-boggling puzzle game, experience a title that takes advantage of the iPad's special features, or let your hair down and get engrossed in a stunning first-person shooter or your favourite sports game, the App Store has you well and truly covered.

Of course, we're not suggesting that the iPad is going to rival the epic games you can enjoy on a powerful PC or home console – those devices are absolute powerhouses. But what the iPad is great at is bringing games that you just wouldn't find anywhere else. Games that use the touch-screen, accelerometer and microphone in unique and exciting ways, or just games that fill a few minutes on the bus, but keep you coming back for more. The sheer breadth of titles available for the little communications device is astonishing, but well worth checking out.

Of course, the iPad isn't exactly a slouch when it comes to power either. The iPad Pro, for example, has an incredible 64-bit A9X chip inside, and a system called Metal ensures that developers can use every single bit of power inside it to create games with stunning graphics and unmissable gameplay.

In the feature, we're going to lay bare exactly which apps you need to get your hands on. iOS has really reached maturity now, with games reaching new heights. Some App Store favourites like Monument Valley, Geometry Wars and Prune have become firm household favourites and feature heavily over the next few pages. We'll also comb over other categories like action, family, puzzle and racing to bring you the App Store's must-have downloads. Let's play!

Action & Adventure.

The iPad is home to plenty of thrilling action games

The best action and adventure games are imaginative, well-written, visually stunning and original. Thankfully the App Store is teeming with these types of games, which are invariably some of the most popular on the store. The best get you engrossed in their stories and leave you investing hours and hours into them, or just blow you away with st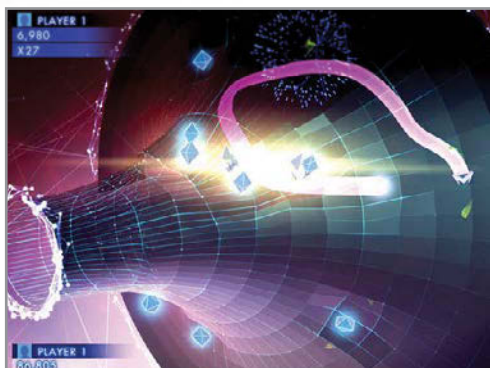unning graphics, amazing set-pieces or new worlds to explore. In this mini rundown of the essential action and adventure games, we'll guide you through a few apps that will take away your breath with their beauty and originality. They're all totally different experiences, but ones that you will want to go back to over and over. Whether it's a title that will that thrill you with its narrative and gameplay, or a game that requires concentration to conquer, we've got it all here…

Monument Valley

Price: £2.99/$3.99

An app that needs no introduction given that it swept the board at many mobile game awards in 2014, Monument Valley is the story of silent princess Ida and her journey across mysterious monuments, hidden paths and optical illusions. Your job is to guide Ida through impossible architecture and outsmart the enigmatic Crow People in a game so beautiful it will take your breath away. In fact, Apple loved it so much that it was awarded a prestigious Apple Design Award. The title will bend your mind as you navigate through the game world, and while it's not the longest game in this section, you'll be talking about it for months after you complete the final chapter.

Geometry Wars 3: Dimensions Evolved

Price: £3.99/$4.99

The console shoot-'em-up comes to iOS in a blaze of neon glory, bringing the same frantic action that players have loved for years. Geometry Wars keeps it simple – you're a small ship with dozens of geometric shapes that are trying to eradicate you. All you need to do is blow them up in a shower of bullets and you pass the level. The game is seriously addictive, with multiple power-ups, challenging levels and a good variety of enemies. We were thrilled to see this make its way to iOS, because it adds another great title to the iPad library. Just make sure you're braced for a formidable challenge – shooting things sounds easy but they come at you with such pelt you may find yourself buckling under the pressure.

Vainglory

Price: Free

For those wanting the thrill of online multiplayer, Vainglory is unmissable. The game gives you fast-paced and intense 20-minute matches to consume on the go in stunningly crafted environments. Six-player battles light up your screen with kills and abilities ricocheting left and right as you attempt to destroy the enemy team's crystal. You can level up your chosen hero within the battle, gaining new abilities as you play, before resetting everything to zero for the next fight. It's addictive and it looks absolutely stunning thanks to the power of the iPad. The biggest challenge you face is putting the game down to perform simple daily activities, such as eating, going to the toilet and sleeping!

Board & Card.

Transforming your favourite board games for the digital age

The trusty board game is enjoying something of a renaissance, becoming popular once again with families looking to spend time together around holidays. But your dusty board games are looking a bit tired now and it'll be a miracle if that old pack of cards has four aces in it, let alone 52 cards. So, why not leave them collecting dust in the loft and grab your iPad for a similar fix. The App Store is chock full of digital alternatives to all your favourite board and card games, and it's also a haven for new ideas, like the award-winning Hearthstone: Heroes of Warcraft. Whatever games you love, you're bound to find something you enjoy on the iPad, from classics like Scrabble, to new ways to play both on your own or with friends and family.

Hearthstone: Heroes of Warcraft
Price: Free

With over 20 million players, Hearthstone: Heroes of Warcraft is a great example of an iPad game that has gone viral. Deceptively simple and insanely fun, you play as one of nine heroes in a fast-paced, strategic card game where you unleash cards to sling spells, summon minions and seize control of the battlefield. Regardless of ability, you'll be sucked in by Hearthstone's depth and charm, and will be building decks to challenge opponents online in no time. You can also switch between your desktop and tablet whenever you fancy so the battle can continue to rage no matter where you are. Seriously addictive fun that you can enjoy playing with your Game Center friends.

Charades!
Price: Free

Charades! is the game where you guess what your friends are trying to act out. It's great fun and you don't really need an iPad to play it, but what this app brings to the party is an endless array of suggestions, a timer so you can easily tell if your opponents are stuttering and taking too long and the option to pass onto the next suggestion. There are lots of different descriptive categories to choose from, including movies, animals, TV shows, music and more. The app is free so you will encounter the odd advert, but it's a great way to get the party started when you have a bunch of people round.

SCRABBLE
Price: £5.99/$7.99

Some games have been around for as long as you can remember, and Scrabble – the game in which players place letters on a board to spell words – is a prime example. All the usual features are present in Scrabble for iPad, and if you really want to torture yourself, Scrabble's Teacher feature will tell you the highest scoring word you could have had after every turn. You can even share your best scores to all the usual social networks and boast of massive victories over friends and family. There's also enhanced chat and notification features to ramp up the pressure on one another. If £5.99/$7.99 is a bit too much to splash on a digital board game, there is a less-featured free option on the App Store too.

Puzzle & Word.

It's time to solve those mind-testing puzzles

Puzzle or word games may not be the first genre you think of when it comes to iPad games, but there is fun for all the family to be had in this section of the App Store. Download one of these apps and you're going to while away a fair bit of time, which

is no bad thing when the games are this good. Some of the apps showcased here are remarkably simple ideas, put into practice exceptionally well. Words With Friends, for example, become a cultural phenomenon a few years ago and is still going strong today.

Other apps like Threes! and Rules! are firm favourites and are never far away from the awards spotlight because they are so well crafted. The underlying fact is that everyone loves to test their brain out with a puzzle or word game. Here are the pick of the crop.

Rules!
Price: £2.29/$2.99

As the name suggests, this addictive iPadgame is all about following rules. Each level gives you a new rule to follow. For example: tap all whales. But the twist lies in the fact that once you've done that you need to follow another rule, then another. Not until you've recalled all the rules will you clear the board. You will inevitably be hooked within minutes playing Rules! and it also happens to be one the cutest, most adorable puzzle games around, to boot. The more you play it, the better it gets!

Threes!
Price: £2.29/$2.99

A beautiful looking puzzle game that is set to live on your iPad screens for many years to come. Displaying all the hallmarks of a great game, Threes! sees you move numbered tiles around the board to match them, creating higher-value tiles in the process. The premise is simple enough to grasp, and yes, the game mechanics are easy to pick up, but there are enough subtle nuances to have you seriously reviewing your strategies. Threes! is easily one of our favourite games at present.

Words with Friends
Price: Free

We couldn't compile a list of the best apps in the Puzzle and Word categories and not include Words with Friends. The latest version keeps the winning formula but lets you remove ads, and adds some Apple Watch support. For those who don't know, players take it in turns building words in a crossword-puzzle style akin to the classic board game Scrabble. Up to 20 games can be played simultaneously, with the iPad using push notifications to alert you when it's your turn to play.

Family & Educational.

Your iPad is the perfect platform to educate your kids

There's a lot of fun to be had with the iPad, whether that's watching movies and TV on Netflix, keeping in touch with the stories that matter to you on Flipboard or editing your favourite photos in Pixelmator, your iPad is the go-to device when you need to go digital. But the iPad isn't just about communication – you can also use it as an educational tool. These devices are already being implemented in schools around the world – and they can also be used at home to teach essential skills to your children. Learning doesn't have to mean dusting off the dull, boring black and white textbooks you learned from growing up – now you can use your mobile to keep kids engrossed in the subject matter and boost their brain power at the same time. In this section we'll take a look at a selection of the App Store's best, to help your kids (and yourselves) become more knowledgeable than ever, while having fun at the same time.

Looney Tunes Dash!

Price: Free

Everyone loves the Looney Tunes and the developers over at Zynga have done a great job of replicating the sense of fun and carnage of the cartoons in this brilliant iPad game. It's fast, furious and surprisingly difficult to master, but we wouldn't want it any other way. You get to run as Bugs Bunny, Road Runner, Tweety Pie and all the famous Looney Tunes characters, exploring iconic environments like Painted Desert, Tweety's Neighborhood and many more. Each character has special abilities to unlock and you'll need to grab power-ups to avoid losing a life because the wait is long for another go.

BBC CBeebies Playtime

Price: Free

It doesn't matter what kind of app the BBC make, whether it's its Sport, Weather or the iPlayer app, they are invariably superbly designed and intuitive to use. Thankfully this rule also translates into the Beeb's children's apps, and the CBeebies Playtime game sits proudly on top of the Free chart in the App Store as a result. Guaranteed to delight and entertain, CBeebies Playtime is a series of playful games and fun features that little ones will love. It looks great on the iPad and works just as well, while the sound effects are brilliant. It's perfect for engaging young children in fun activities and can buy busy parents some quality time to get a few essential chores done around the home. And for that it is worth its weight in gold.

Elevate – Brain Training

Price: Free

Elevate is a brain training game designed to improve focus, speaking abilities, processing speed, memory, numeracy skills and much more. Each user is provided with a personalised training plan that gets customised as you use the app so you can achieve even greater results than you first expected. The app's developers claim that users who train at least four times per week report dramatic gains and increased confidence, which helps to boost productivity, earning power, and even self esteem. How does Elevate do it? With 25 games for critical cognitive skills and personalised daily workouts. All of the games are fun and engaging and although it sonds like hard work, mentally, you'll become hopelessly addicted to the pursuit of bettering your scores.
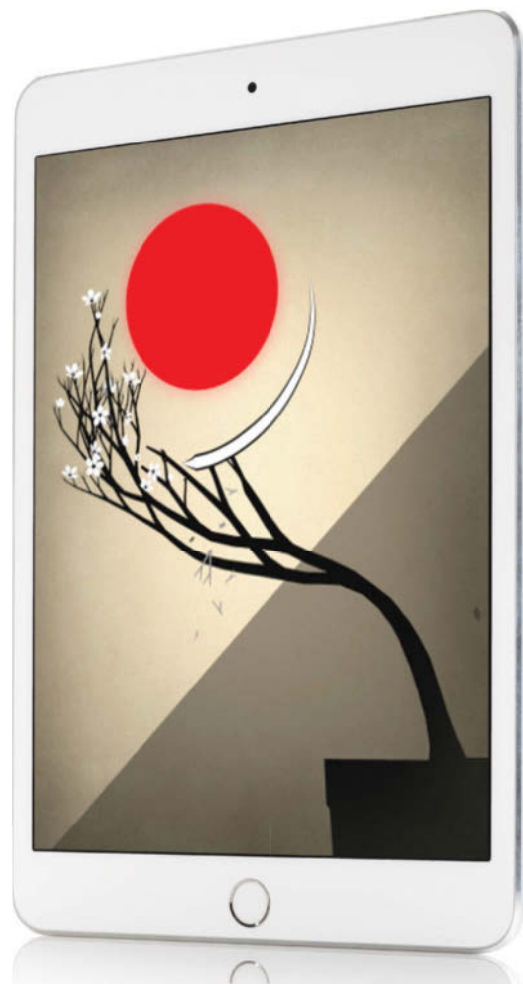
Strategy & Simulation.

For those that want to put time and effort into their gaming

There have been plenty of games featured over the last few pages that offer five minutes of fun, but they might not be for someone who likes to invest heavily in a game. There's only so much blowing up targets, or mastering of a puzzle that you can do. For those looking for more substance, the App Store is packed with some staggering simulation and strategy games. These are all about creating your own worlds to get lost in, and enthralling stories to follow to their dramatic conclusions. This used to be the realm of PC games, but because the iPad is such a powerful device, game developers are jumping on the mobile bandwagon to provide gamers with more and more epic sim games. Here's your chance to build worlds, or just create your own garden – so sit back with your iPhone and get started.

Prune
Price: £2.99/$3.99

Prune is a simple game, but a beautiful one. The game features around a hundred levels, and tasks you with one simple objective – make your tree bloom. You do this by getting your branches into the sunlight that pierces the screen, while obstacles that cast shadows, infect your tree or just blow it around make things a little more difficult. The game encourages creativity – there is no 'right answer' to a level, so you can experiment to create your own trees. The soundtrack is fantastic, and the graphics are simple and clean; all of which provides a calming but engrossing adventure that we couldn't stop playing. Much like Monument Valley, it's a title you'll talk about for weeks.

XCOM: Enemy Within
Price: £7.99/$9.99

Aliens have invaded and it's up to you to save the world, soldier. Well, not quite, but in XCOM: Enemy Within you're the first line of defence when it comes to pushing back the aliens. The tactical top-down RTS gives you a squad of soldiers and drops them onto the battlefield; it's you're job to direct them to tactically superior positions in order to wipe out the enemies. As you progress, you'll need to build your team by researching new technology and giving them more powerful weapons. XCOM is a huge game and well worth the admittedly hefty asking price as you will willingly plough endless hours into it in order to bolster your troops and combat the alien assault. A fine strategy game that has roots stretching back decades.

Minecraft – Pocket Edition
Price: £4.99/$6.99

Just when you thought you could get a break from Minecraft, along comes this fully featured mobile version to take away more of your spare time than you'd wish to admit. In case you didn't know, Minecraft is a game all about placing blocks and going on adventures. And did we mention that it was addictive? The Pocket Edition includes Survival and Creative modes, multiplayer action, infinite worlds, caves, mobs, villages and a whole lot more. There's never been a better time to enjoy Minecraft on the move. You can easily while away the hours creating something epic and then spend as much time exploring your surrounds in search of essential materials. What are you waiting for? Get creating and exploring!

Cars & Racing.

The essential downloads for thrill seekers everywhere

Some of the best games available on the iPad fall into this category. In the App Store, you can get your hands on games for every sport imaginable, while four-wheel fanatics will find many options to get their adrenaline racing – so to speak – on the track. We've picked just a couple of the thousands of racing apps on offer, but whether you want to thrash a McLaren race car around a fully licensed track or take control of your favourite football team and lead them to glory, there's much more choice in the spoting field. Don't get us wrong, though – there are plenty more outstanding sports and racing apps for you to try. This selection is just a taster of what's on offer. Whatever sport you like, the iPad is sure to offer something to suit you, so dive into the App Store and search for your favourite – or just play one of these two blockbusters.

Real Racing 3

Price: Free

The Real Racing franchise has set the very highest standard for driving games on iOS, and this is the most realistic yet. The game is developed by EA Sports and, as a result, you get fully licensed tracks, including Silverstone and Hockenheimring, as well as real cars from iconic manufacturers like Aston Martin, McLaren and Pagani. There are over 2,000 events to take part in, including the remarkable eight-player, cross-platform real-time multiplayer mode. In-app purchases are the only downside, but it doesn't stop this being the premier racing title on iOS. Sit back then steer your way to glory on some of the most challenging circuits around.

Reckless Racing 3

Price: £2.29/$2.99

Reckless Racing takes top-down racing and makes hugely fun. The graphics are gorgeous, taking you from sunny seafronts to grimy industrial areas, with tracks that weave through incredibly realistic buildings and trees. The handling is distinctly arcade-like, with the back-end of your vehicle sliding sideways regularly as you turn the corners. It's pleasingly slippery, but is still easy to control. The cars may not be recreations of real-life vehicles, but that doesn't mean its light on choice. There are 28 to choose from and each one has unique attributes, so picking the right ride for each race is essential if you want to win. And with 60 events, 24 arcade challenges and new modes like Stunt and Drift, you'll be playing this one for ages.

"Thrash a McLaren race car around a fully licensed track"

1: Customise it

Each race has different limitations, so you can't just leap in with your overpowered vehicle and win instantly. In each a category, you'll need to buy a new car to enter the next competition. Earn more cash by replaying races, and buy better cars. There is a varied assortment available and each handles differently and takes some taming.
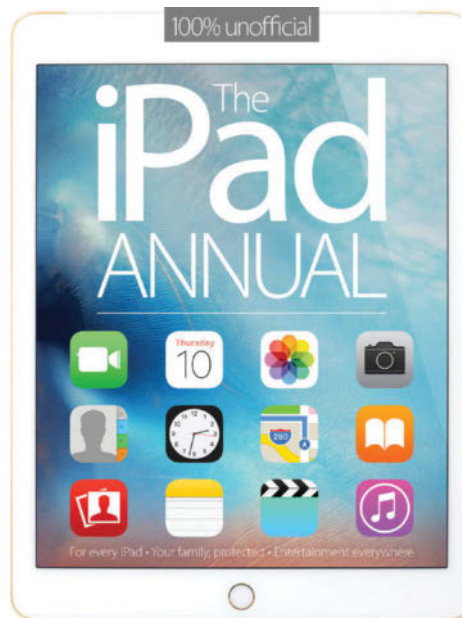

2: Ready, set, GO!

When you're happy with your ride, you can dive in. The competitors can be incredibly tough as you reach higher levels, so you'll need to perfect your racing line if you want to win. Don't be afraid to skid, or to knock your opponents out of the way to win. Basically, nothing is off limits so do whatever you need to in order to take that all-important chequered flag.

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The iPad ANNUAL

For every iPad
Discover the tech behind the brand. From the first generation iPad to iOS 9.

Stay entertained
Whether you're waiting in line or on the journey of a lifetime, never be bored.

A portable arcade
Level up wherever you are with the iPad's impressive gaming credentials.